

BOARD OF GOVERNORS
UNIVERSITY OF TORONTO

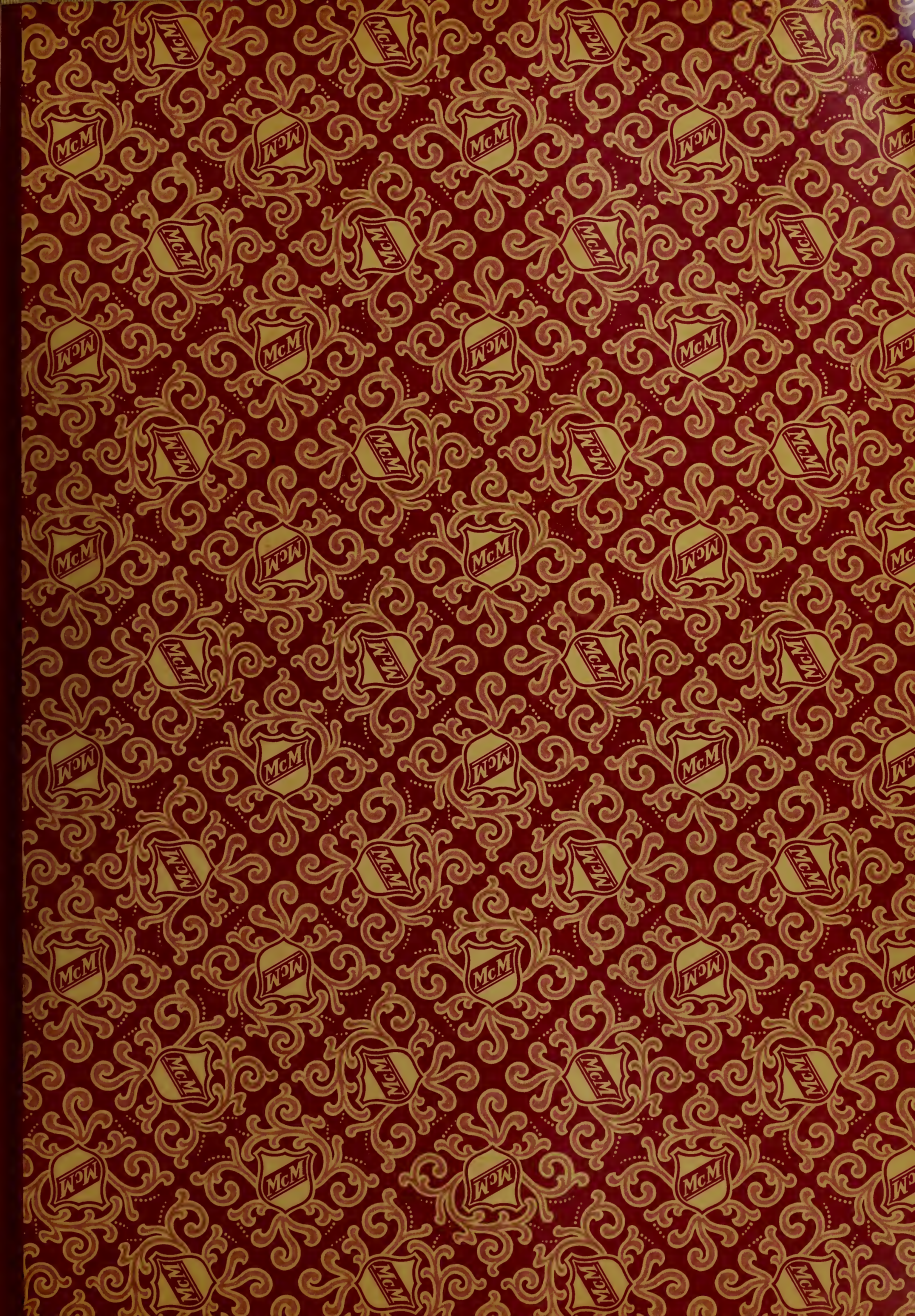
MINUTE BOOK

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MINUTE BOOK

No. #D 63147

MADE IN U. S. A.



Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 26th, 1953, at 4 p. m.

Present -

The Chairman (Colonel Phillips)	Mr. Burns
The President	Mr. Ketchum
The Chancellor	Mr. Matthews
Dr. Tory	Mr. Vaughan
Mr. Osbourne	Dr. Johnson
Dr. Sullivan	Mr. Bryce
Mr. Urquhart	Hon. Mr. Justice Hope
Mr. Kelly	Dr. Samuel
	Hon. Dr. Bruce
	Mr. A. G. Rankin,
	Comptroller
	Mr. C. E. Higginbottom,
	Secretary

Minutes confirmed

The minutes of the previous meeting were presented and -

Upon motion of Mr. Vaughan,
Seconded by Mr. Matthews,
And unanimously carried,

were confirmed.

Leave granted to members absent from previous meeting

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, leave was granted to the following members absent from the previous meeting:-

The Chairman	Rt. Hon. Vincent Massey
Hon. Dr. Bruce	Mr. Matthews
Mr. Bryce	Dr. Tory
Mr. Duncan	Mr. Vaughan
Mr. Fennell	

Leave granted to Mr. Duncan

The Board granted a request from Mr. Duncan for leave of absence from Board meetings from November 6th to December 15th while he is in the United Kingdom.

Press Committee Report No. 28

Press Committee Report No. 28 was presented as follows and -

Upon motion of Mr. Justice Hope,
Seconded by Mr. Bryce,
And unanimously carried,

was approved:-

Press
Committee
Report

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Wednesday, November 18th, 1953, at 4:30 p.m., at which the following were present:-

The Hon. J. A. Hope
(in the Chair)

The President
The Chancellor

Mr. A. Kelly

Mr. C. F. W. Burns

Mr. Marsh Jeanneret

Director, University Press

Mr. D. J. Reid

Chief Accountant,

University Press

Mr. A. G. Rankin,

Comptroller

Mr. C. E. Higginbottom,

Secretary

1. Report of previous meeting

The report of the previous meeting held on May 11th, 1953, which had been submitted to and approved by the Board of Governors on May 28th, was presented, and upon motion of Mr. Kelly was taken as read.

2. University Printing

In connection with the recommendation of the Committee at its last meeting on May 11th, which was approved by the Board, that 'consideration be given to the matter of channelling all University printing through the Press instead of through the Purchasing Department as at present, and that this matter be referred to the President, the Comptroller and the Director of the Press to draft regulations in this connection for the consideration of your Committee' -

Upon motion of Mr. Kelly,

Seconded by the Chancellor,

your Committee recommends confirmation of the regulations which have been put into effect in accordance with a directive from the Comptroller, and the procedure followed in connection with the same.

3. Director's Report

The Director presented a very informative report on the operations of the Press covering union negotiations and various activities at the Press and in the Bookstore.

4. Report on The University of Chicago Press

Regarding the consideration which had been given at the last meeting of the Committee to negotiations between the University of Toronto Press and the University of Chicago Press, the Director presented the following report:-

REPORT RE THE UNIVERSITY OF CHICAGO PRESS, OCTOBER 26-27, 1953

'Negotiations between the University of Toronto Press and the University of Chicago Press, referred to in the minutes of the Press Committee meeting of May 11, 1953, have continued since that time. On October 26-27 last we visited the University of Chicago Press, on the invitation of the latter, and the following is a report of the conversations during the Chicago meetings, with comments on the issues raised.

1. The University of Chicago Press is one of the leading university publishers in the United States, not only with respect to the importance of its list of authors, but also with respect to number of works published annually (upwards of 100) and total sales volume. Such publications as the following indicate both the importance of the Chicago list, and the close interest that Toronto has in many of the works that appear on it:-

A. S. P. Woodhouse: Puritanism and Liberty (1950)

A. J. M. Smith: The Book of Canadian Poetry (1948)

E. K. Brown: Matthew Arnold (1948)

R. S. Crane: Critics and Criticism

F. Anderson: The Philosophy of Francis Bacon

J. Dewey: (various works)

J. Maritain: Man and the State

Everett Hughes: French Canada in Transition

R. A. Millikan: Electrons, etc.

Smith & Goodspeed: The Bible, An American Translation

Press
Committee
Report
(Cont'd)

2. During recent years the University of Chicago Press has been exclusively represented in Canada by W. J. Gage and Company, Limited. The latter's gross sales of Chicago imprints have not varied significantly during the past five years, averaging approximately fifteen thousand dollars per year. In 1948, the gross sales of Chicago books in Canada reached approximately thirty thousand dollars, that year having been the last in which Gage devoted a representative exclusively to college and university work. Since that time Gage have been pre-occupied with their own elementary school publishing programme (in excess of two million dollars per year). During the whole period of the Chicago agency, Gage have not developed trade (bookstore and library) selling arrangements because of the text book emphasis of their programme. For these (and other less important) reasons the Chicago-Gage agency is being terminated as of December 31 next, a development which we have expected for some while.

3. The University of Chicago Press had determined to re-develop the Canadian market directly, without representation by a Canadian house. Even from Chicago's standpoint, the wisdom of such a policy is open to question on many counts. Moreover, trade practice definitely indicates that direct servicing can satisfy only the larger Canadian book accounts, and that promotional work in Canada of this type of library from a U.S. head office can neither be thorough nor efficient. The University of Chicago Press admitted the validity of these points, and of others raised in our conversations.

4. The University of Chicago Press sought to determine precisely what promotional services we would be able to provide, should an exclusive agency arrangement be offered to the University of Toronto Press. To summarize the discussions in this direction -

- (a) The University of Chicago Press would be prepared to consider favourably an exclusive agency arrangement with the University of Toronto Press, whereby all orders for Chicago publications emanating from Canada would be handled by the University of Toronto Press as of January 1, 1954.
- (b) University of Toronto Press would be granted a 60% discount from list on all trade titles and a 45% discount from list on all text titles, with full returns privileges up to 6 months (subject to extension), and would receive free quantities as required of all prospectuses, circulars, catalogues, etc., overprinted with University of Toronto imprint, for distribution in Canada.
- (c) University of Toronto Press would have to assure Chicago that, within a reasonable time, it would appoint a college-trade representative who would visit major colleges and universities as well as larger libraries and trade accounts across Canada at regular intervals (normally once a year). Such a representative would of course carry both University of Toronto and University of Chicago publications.

COMMENTS

1. The agency proposal is parallel to the arrangements that cover the vast majority of U.S. text and trade sales in Canada, although it is to be noted that Chicago contemplates allowing both generous discount and generous returns privileges.

2. Gross profit on conservative estimate of sales during first year (or per year during first two years) should be not less than \$6,500, based on present sales records which we have examined, and an increase in second year could reasonably be anticipated.

3. Cost of a useful representative during first two years could be held to an average of \$6,500, including expenses of travelling (which in first year would about equal salary).

4. The advantages that a college representative would hold for the University of Toronto (as well as its Press) are numerous. They include (with comments) the following:-

- (a) solution to present complete lack of regular sales representation.
- (b) provision of continuing liaison with Canadian academic community on a progressively more personal basis, both at Toronto and in other Canadian universities.
- (c) any future expansion will have to be predicated on such an appointment.

Press
Committee
Report
(Cont'd)

- (d) if proposed Chicago arrangement could be concluded, cost of representative would be largely, if not wholly, underwritten by the agency sales alone, and in any event by total additional sales.
- (e) the Chicago association in the minds of the Canadian academic world could hardly be improved upon.
- (f) a suitable representative could be used effectively in several other capacities during the year, and should be so used as a part of his training, e.g., in Bookstore (having regard to the future situation there), as part-time editorial assistant, proofreader, printing department representative, etc.
- (g) the appointment of a recent graduate would be acceptable to Chicago. The man selected must be able to accept the rather gruelling training period required to make a satisfactory representative, in accordance with the training programmes usually given for this purpose. Such an appointee would not be a heavy salary burden at outset, and his future could be made to depend directly on results.
- (h) since field work of the kind required is the anathema of high-pressure selling, the University of Toronto (and its Press in particular) should acquire a valuable 'ambassador-at-large'.
- (i) proper library coverage for University of Toronto Press in future is a minimum essential in any programme we contemplate, and this coverage should include trade and universities.

5. The University of Chicago Press could (and has already indicated serious desire to) prove a valuable U.S. sales outlet for new Toronto publications, in which case latter might have to be priced for export.

6. The University of Chicago Press is not soliciting our agreement to such an arrangement, and in any event will not postpone its plans beyond a short period. The middle of November was mentioned as an outside date, with of course no commitments in either direction.

7. My recommendation (in which I am joined freely by Mr. Reid, our Chief Accountant, who was present at several of the discussions and who reviewed the sales and cost figures) is that the University of Toronto Press should seek to conclude an arrangement with the University of Chicago Press on terms similar to those outlined, and that subject to a suitable agreement being reached with Chicago, the appointment of a field representative be made as soon as an entirely suitable candidate can be found.

(Sgd) Marsh Jeanneret
Director,
University of Toronto
Press'

November 3, 1953

The Committee discussed the matter at length, and in view of the urgency of the situation -

Upon motion of Mr. Kelly,

Seconded by Mr. Burns,

the Committee gave authority to the Director to inform the University of Chicago Press of the Committee's endorsement of the proposed arrangements subject to confirmation by the Board of Governors at their meeting to be held on November 26th.

5. Audited Financial Statements for the year ended June 30, 1953

Your Committee considered in detail the Audited Financial Statements of the Press for the year ended June 30, 1953, showing a net profit of \$32,818.00 as follows:-

Sales and revenue	- \$872,098.00
Departmental operating expenses	- 803,069.00
Departmental operating profit	- \$ 69,029.00
Administrative expenses	- 36,211.00
Net profit	- <u>\$ 32,818.00</u>

Press
Committee
Report
(Cont'd)

It will be noted that the gross revenues of \$872,000 represent an increase over the year ended 1952 of slightly more than \$100,000. These sales of \$872,000 are after eliminating of inter-departmental sales of \$127,000 from a gross of almost \$1,000,000. Operating and administrative expenses have not increased in proportion to sales, with the result that the net profit for the year amounted to \$32,818, compared with \$15,520 realized in 1952.

Upon motion of Mr. Burns,

Seconded by the President,

your Committee recommends these very favourable Financial Statements to the Board for approval.

6. Financial Statements for period ended September 30, 1953

There was also presented to your Committee for its consideration a comparative statement of profit and loss of the Press for the three month period to September 30, 1953 and 1952, showing a surplus of \$3,564.30 as follows:-

	<u>Three months ended September 30th</u>	
	<u>1953</u>	<u>1952</u>
Sales and other revenue	- \$208,675.23	\$192,258.69
Cost of Sales and other cost of Earning Revenue	- 196,075.57	184,543.16
Departmental Gross Profit	\$ 12,599.66	\$ 7,715.53
Apportionment of Administration and Accounting Expense	- 9,035.36	8,546.31
Net Profit or Loss (-)	- <u>\$ 3,564.30</u>	(<u>\$ 830.78</u>) -

7. Insurance on Manuscripts

Your Committee recommends to the Board for confirmation the placing of an 'all risk' insurance coverage on manuscripts at the Press, with a blanket amount of \$10,000 and an 'off premises limit' of \$3,000, at an annual premium of \$45.00.

8. Salary of the Chief Accountant

The Director presented for the Committee's consideration the matter of salary of Mr. D. J. Reid, Chief Accountant at the Press.

Upon motion of the President,

Seconded by Mr. Burns,

your Committee recommends that the salary of Mr. Reid be increased from \$5,800 to \$6,300 per year, effective December 1, 1953.

9. Equipment

In connection with the installation of additional equipment at the Press, of which the Board had approved, the Director informed your Committee that it had resulted in considerable improvement in the operations of the Press, and requested the Committee to give consideration to the purchase of further installations.

Upon motion of Mr. Burns,

Seconded by Mr. Kelly,

your Committee recommends that the Director be authorized to purchase the following items, the total cost not to exceed \$12,000.00, and the list to be submitted to the Chairman of the Press Committee for his approval:-

<u>Equipment</u>	<u>Estimated Cost</u>	<u>Remarks</u>
Repairs to Vertical Miehle	\$ 290.	Bushings worn, overhaul required to secure even ink distribution.
Air coolers on 2 linotypes	400.	To avoid convex slugs caused by overheating. Already installed on other linotype equipment.
Repair to lift truck	125.	Requires air chamber to cushion release. (Condition at present dangerous). Used for transporting heavy skids of stock.

Press
Committee
Report
(Cont'd)

<u>Equipment</u>	<u>Estimated Cost</u>	<u>Remarks</u>
2 Flat-top make-up tables	\$ 1,000.	Extension of present method of hand correcting, which has proved efficient. Would be constructed by Superintendent's Department as before.
Line-up table	1,570.	Standard equipment, never introduced at Press. To improve and speed up checking of press imposition.
Heidelberg	5,000.	Will increase capacity of job pressroom, which at present cannot handle peak loads. Heidelberg preferred to additional Vertical because latter would not run heavy card, and is slower when changing over between short runs, of which we have many.
Stitcher	1,560.	To replace two stitchers now in disuse after many overhauls. Recommend Brehmer Rapid No. 105, giving 1/16" to 2" capacity, universal head (suited to both side and saddle stitching) which would be in accordance with our normal requirements.
Fluorescent lighting in office areas not yet changed over	575.	In office areas in Press and accounting to bring lighting over desks to minimum standards recommended by Superintendent's Department. Presently reported from 1/4 to 1/2 normal at certain times of day.
do.	600.	In office area only in Bookstore where not presently equipped. NOTE: Estimate for lighting public area of Bookstore deleted per Mr. Justice Hope's recommendation. Latter would have cost additional \$654 per Superintendent's estimate.

Press Committee Report (Cont'd)	<u>Equipment</u>	<u>Estimated Cost</u>	<u>Remarks</u>
	Adding machine	\$ 319.	For cost department, to make possible costing of time cards and dockets simultaneously (both continuous operations).
	Secretarial desk	146.	Required in office.
	Filing cabinet	85.	For manuscripts in use.
	Publications stockroom partition	300.	To prevent general access to publications stocks on third floor
	Total	- <u>\$11,970.</u>	

10. Joint Publications

Deferred to next meeting.

The meeting adjourned at 6:40 p.m.

All of which is respectfully submitted.

(Sgd) J. A. Hope

Chairman of Committee

(Sgd) C. E. Higginbottom

Secretary"

November 18, 1953

Following consideration of the Press Committee Report, the Chairman expressed the appreciation of the Board to all concerned for the splendid results obtained in the operation of the Press during the past year.

The Chairman reminded the Board that the Press had operated at a net loss of \$2,900 for the fiscal year ended June 30, 1949. In September 1949 Mr. Rankin was appointed General Manager. Despite a continuing decline in registration the Press has shown a marked improvement in financial results as follows:-

<u>Year Ended June 30</u>	<u>Student Enrolment</u>	<u>Net Profits of Press</u>	
1949	16,635	\$ 2,874	Loss
1950	14,840	5,514	Profit
1951	13,129	22,546	"
1952	12,021	15,520	"
1953	10,852	32,818	"

University's
Annual Re-
port for
1952-53

Arising from the consideration given at the meeting held on October 22nd to the preliminary statements of income and expenditures of the University for the year ended June 30th, 1953, when the Chairman of the Finance Committee presented certain recommendations, copies of the completed Annual Report were mailed to the members of the Board for their consideration, as requested by Mr. Gordon. The Chairman enquired as to whether the members of the Board had any questions they wished to ask regarding the financial statements, and informed

University's
Annual Re-
port for
1952-53
(Cont'd)

them that he expected to receive the Auditors' Report to the Chairman in the very near future.

Upon motion of Mr. Osbourne,
Seconded by Dr. Sullivan,
And unanimously carried,

the Auditors' Report and the financial statements of the University for the year ended June 30th, 1953 (which gave effect to the recommendations made at the previous meeting held on October 22nd) were received.

Connaught
Committee's
Annual Re-
port for
1952-53

The Annual Report of the Connaught Committee and of the Director of the Connaught Medical Research Laboratories for the year ended March 31st, 1953, were presented, and on behalf of the Committee -

It was moved by Dr. Tory,
Seconded by Mr. Osbourne,
And unanimously carried,

that the Audited Financial Statements accompanied by the Director's Report, constitute the Annual Report of the Connaught Committee for the fiscal year ended March 31st, 1953, and that such Report, as presented herewith, be now approved, ratified and confirmed.

Poliomyelitis
Research in
Connaught
Laborator-
ies

Following presentation of the Connaught Committee Report, Dr. Tory gave a very comprehensive review of the poliomyelitis research being carried on at the Laboratories and stated that he would report further regarding progress in this connection.

Confirmation
of tenders
awarded for
additional
buildings
at Connaught
Farm

In view of the additional research work being carried on at the Connaught Laboratories -

It was moved by Dr. Tory,
Seconded by Mr. Osbourne,
And unanimously carried,

that the Board confirm the tenders awarded for buildings at the Dufferin Division of the Connaught Medical Research Laboratories as follows:-

(a) Blood Fractionation Building:	
W. B. Sullivan Construction Ltd.	- \$290,628.00
(b) Animal Virus Research Building:	
C. A. Smith Contracting Co. Ltd.	- \$ 62,780.00

Authority
to pur-
chase
property
on Orde
St. for
Conser-
vatory

The Chairman stated that in view of the devel-
opment at the Royal Conservatory of Music of Toronto, consideration
had been given to acquiring certain property adjacent to the Conser-
vatory, consisting of Nos. 12, 14 and 16 Orde Street which he stated
might possibly be obtained for the sum of \$55,000.00.

Upon motion of Dr. Johnson,
Seconded by Mr. Vaughan,
And unanimously carried,

the Board gave authority for negotiations to be entered into for the
purchase of this property, the completion of any arrangements to be
brought back to the Board for final approval.

Authority
to pur-
chase
No. 65
St. George
Street

In connection with a request presented at the
previous meeting from the Psi Upsilon Fraternity for an assurance that
their property at 65 St. George Street would not be affected for the
next few years, the Chairman stated that in view of the need for ad-
ditional accommodation it was felt that the University should acquire
this property, and -

Upon motion of Mr. Urquhart,
Seconded by Mr. Osbourne,
And unanimously carried,

authority was given for the purchase by the University of 65 St. George
Street.

Note: Dr. Sullivan and Dr. Tory, members of the above Fraternity, hav-
ing disclosed their interest refrained from voting on this question.

Letters
of thanks
and appre-
ciation

Letters of thanks and appreciation were pre-
sented from -

- (a) Mrs. H. A. Cates for the resolution regarding Dr. Cates.
- (b) Mrs. O. D. Vaughan for the honour of her appointment to the
Board of the Royal Ontario Museum.

Date of
next re-
gular
Board
meeting

In view of the fact that the next regular
meeting of the Board would normally fall on December 24th, it was de-
cided to hold the next regular meeting on Thursday, January 7, 1954,
or such other date in January agreed upon by the Chairman.

Recommen-
dations
of the
President

ON MOTION DULY MADE, SECONDED AND UNAN-
IMOUSLY CARRIED, recommendations of the President were approved
as follows:-

Appoint-
ments

(a) Appointments: for 1953-54

Faculty of Arts:

Anthropology:

A. C. Custance)	\$400
R. C. Dailey) Assistants	400
W. A. Kenyon)	300
Miss E. I. Baker	- Assistant Secretary in Chem- istry, from Nov. 1, 1953	\$2,150 a year

French:

Miss G.M.C. Jacquemin) Teaching Fellows	\$1,000
Mrs. P. Joliat)	1,000
Miss R. M. Langford	- Stenographer-Librarian in Geological Sciences, Oct. 1, 1953 to June 30, 1954	\$195 a month
A. Kavadas	- Demonstrator in Physics	850

Political Economy:

J. R. Seeley	- Associate Professor - without salary	
R. A. Sim	- Assistant Professor - without salary	
L. A. Braithwaite	- Instructor, Oct. 1, 1953 to May 31, 1954	800

Assistants:

T. Goldberg	\$600	D. Gordon	500
S. F. Kaliski	500	F. C. Oakley	400

Psychology:

R. W. Ross)	200
M. F. Grapko) Special Lecturers	1,000
Miss M. Laurence)	200
J. G. McMurray) Fellows	600

Assistants:

R. G. Berry	\$200	J. Clake	200
D. Doig	200	A. W. Hopkins	200
Miss M. E. Nelson	200	E. Tulving	200
J. C. Ogilvie	- Research Assistant, Oct. 1, 1953 to Mar. 31, 1954	900	

W. Rewutskyj

- Teaching Fellow in Slavic
Studies 500

Zoology:

A. Prince	- Chief Laboratory Assistant, Oct. 1, 1953 to June 30, 1954	\$3,500 a year
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R. Holod

- Technical Assistant, Nov. 1, 1953
to June 30, 1954 \$1,890
a year

C. S. Holling

- Demonstrator 400

Assistants:

C. A. Barlow	\$200	G. F. Bennett	200
R. G. Christie	200	Miss I. R. McGibbon	200
I. Campbell	150	Miss M. Hearst	150
J. R. Miller	150	E. T. V. Pengelley	150
Miss G. Ruckerbauer	150	Miss J. Stenger	150
N. H. F. Watson	150	Miss M. Blair	100
W. J. R. Christie	100	Miss E. Cormack	100
Miss E. J. Spratt	100	Miss V. Jackson	75
Mrs. T. Finlay	50		

Appoint-
ments
(Cont'd)

Faculty of Medicine:

- Mrs. L. Gordon - Instructor in Art as Applied to Medicine, Oct. 1, 1953 to May 31, 1954 \$150
- W. B. Gray - Instructor in Physical and Occupational Therapy 600
- D. W. G. Murray - Graduate Lecturer in Surgery, Oct. 15, 1953 to June 30, 1954 without salary
- W. M. Loughheed - Fellow in Surgery, Jan. 1 to June 30, 1954 \$200 a month
- Mrs. I. L. Fielding - Technician in Therapeutics, Oct. 5, 1953 to June 30, 1954 \$2,070 a year

Faculty of Applied Science and Engineering:

- P. Nordin - Lecturer, Chemical Engineering, Oct. 15, 1953 to June 30, 1954 \$375 a month
- Chemical Engineering: - Demonstrators
- J. A. B. Athey - Oct. 9, 1953 to Apr. 30, 1954 \$140 a month
- D. Basmadjian - Sept. 1, 1953 to Apr. 30, 1954 \$494.26
- B. R. O'Farrell - Oct. 23, 1953 to Apr. 30, 1954 \$140 a month
- A. Tombalakian - Oct. 28, 1953 to Apr. 30, 1954 \$140 a month
- Electrical Engineering:
- R. Mittra - Research Assistant, Nov. 1, 1953 to Apr. 30, 1954 \$750
- D. E. Noble - Research Assistants, Oct. 1, 1953 to Apr. 30, 1954 500
- N. J. Wesson -) to Apr. 30, 1954 500
- Mrs. F. C. Brown - Secretary-Librarian in Mining Engineering from Oct. 8, 1953 \$2,150 a year

Faculty of Pharmacy:

- F. N. Hughes - Dean, from July 1, 1953 \$10,000 a year
- P. P. I. Sun - Instructor, July 1, 1953 to June 30, 1954 \$2,400

Ontario College of Education:

- R. Blackburn - Instructor in the Library School, Oct. 1, 1953 to Jan. 20, 1954 \$450

University Library:

- Miss D. D. Tod - Acting Head, Periodical Department, Nov. 11, 1953 to June 30, 1954 \$3,300 a year
- Mrs. R. Finch - Assistant, from Nov. 1, 1953 \$2,750 a year

Faculty of Dentistry:

- M. J. Crockford - Demonstrator in Pedodontics, Nov. 24, 1953 to May 29, 1954 \$600
- J. A. Langmaid - Research Assistant in Orthodontics, Nov. 15, 1953 to June 30, 1954 - without salary

School of Law:

- W. P. M. Kennedy - Special Lecturer \$400
- Mrs. J. Rutherford - Stenographer, Oct. 4, 1953 to June 30, 1954 \$2,300 a year

School of Social Work:

- Mrs. J. D. Chaisson - Assistant Professor, from July 1, 1953 \$5,600 a year
- Miss L. Baerens - Stenographer, from Nov. 1, 1953 \$1,835 a year

School of Nursing:

- Miss A. Bitzkal - Secretarial Assistant, Nov. 1, 1953 to June 30, 1954 \$1,926 a year

School of Hygiene:

- J. J. P. Commins - Laboratory Assistant in Parasitology, Oct. 15, 1953 to June 30, 1954 \$1,750 a year

Institute of Child Study:

- Mrs. H. Darling - Instructor, July 1, 1953 to June 30, 1954 \$1,000
- Mrs. M. Wilson - Secretary, Oct. 1, 1953 to June 30, 1954 \$800 a year

Appoint-
ments
(Cont'd)

Institute of Business Administration:

J. A. McIntyre) Special Lecturers, Oct. 1,	\$900
H. J. Waisglass) 1953 to May 31, 1954	900
L. A. Braithwaite	- Instructor, Oct. 1, 1953 to May 31, 1954	\$1,600

Special Lecturers: without salary -

G. F. Bain	B. Ferguson
A. W. Gillespie	R. G. N. Laidlaw
P. Robinson	R. Service
G. N. Tolnai	J. W. Harvey
S. Stykolt	M. Taylor

Assistants:

K. K. Hay-Roe	\$500	S. J. Hurka	\$500
A. Enthoven	400	K. Cattell	300
N. Bulmanis	300	T. F. Hercus	250
W. Ramsay	250	T. F. Brown	200
P. Ratcliff	200	R. Liddy	200
Miss D. Wylie	200	D. R. Sherk	200
C. Warden	200	J. Young	200
R. Boston	200		

University Extension:

E. S. W. Scott	- Assistant in Division of Public Safety, from Oct. 1, 1953	\$2,850 a year
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President's Office:

Miss C. M. Fogg	- Secretary to the Vice-President, Nov. 1 to Nov. 30, 1953	\$2,410 a year
	From Dec. 1, 1953 -	\$2,630 a year

Resigna-
tions

(b) Resignations:

Faculty of Medicine:

Miss J. Hassard	- Technician in Ophthalmology, from Nov. 30, 1953 (salary - \$1,965)
Physiology:	
Mrs. H. J. Crewe	- Technical Assistant (salary \$1,965) Oct. 31, 1953
R. B. Lee	- Research Assistant (salary \$135 a month) Oct. 1, 1953
T. Webb	- Research Assistant (salary \$135 a month) Oct. 31, 1953
Miss J. E. Hazle	- Stenographer in Psychiatry (salary \$150 a month) Sept. 30, 1953
D. W. G. Murray	- Associate Professor in Surgery (salary \$300) Oct. 15, 1953

Royal Conservatory of Music:

G. F. Loughlin	- Associate Professor (salary \$6,800) Dec. 31, 1953
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Faculty of Dentistry:

A. W. S. Wood	- Associate (salary \$810) June 30, 1953
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School of Social Work:

Miss G. Nichols	- Stenographer (salary \$1,835) Oct. 31, 1953
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School of Hygiene:

Miss E. Kuitunen	- Associate in Parasitology (salary \$4,098) Oct. 31, 1953
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Institute of Child Study:

Mrs. C. Grant	- Secretary (salary \$800) Oct. 3, 1953
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University Extension:

Mrs. O. Goodfellow	- Stenographer (salary \$2,200) Oct. 17, 1953
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Ontario College of Education:

G. A. Cline	- Instructor in University of Toronto Schools (salary \$6,600) retired on pension Oct. 1, 1953
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Publicity Department:

K. S. Edey	- Director (salary \$4,000) Dec. 31, 1953
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Leave of
Absence(c) Leave of Absence:
Faculty of Medicine:
F. R. Wilkinson- Associate in Surgery from Nov. 3,
1953 - without salaryUniversity
Extension
Courses(d) University Extension Courses:Evening Tutorial Classes:Mrs. Florence Aymong - Oral Expression, Advanced \$ 50
English for Newcomers,
Conversational 190 \$240Exploring Early Canada:E. S. Moore \$20 J. Norman Emerson 20
K. E. Kidd 20 B. Napier Simpson, Jr. 20
Miss D. Drever 20 R. L. McDougall 20
K. Peacock 20 F. St.G. Spendlove 40XVIIth Century England:Mrs. Betty Brett - also Exploring Early Canada 40
G. Brett \$20 J. A. Murray 20
Miss E. N. Martin 20 A. Barker 40
F. J. Horwood 20 T. F. Stone 60Courses in Business and Industry:R. G. D. Anderson - Accident Prevention 20
G. R. Poole - do. 20
E. S. Booth - Accident Prevention \$20
Travelling Expenses 40 60
M. Smith - Accident Prevention \$20
Travelling Expenses 45 65
H. W. Heinrich - Accident Prevention \$20
Travelling Expenses 85 105
G. Griffin - Accident Prevention \$20
Travelling Expenses 85 105
S. G. Twist) 20
J. G. Cunningham) 20
P. Koivukoski) Accident Prevention 20
G. E. Darroch) 20
H. Turman - Accounting I 400
T. B. Godfrey - Accounting II 400
J. M. Bowman) Advertising 500
J. A. M. Galilee) 200
G. C. Laurence - Atomic Energy \$100
Travelling Expenses 40 140
G. C. Butler - Atomic Energy 40
L. G. Cook - Atomic Energy \$100
Travelling Expenses 40 140
G. L. Weil - Atomic Energy \$200
Travelling Expenses 90 290
W. E. Carswell - Colour 200Construction Management:O. W. Main \$20 A. W. Currie 20
W. J. Daly 20 S. T. Strathy 20
C. E. Potter 20 J. B. Milner 20
C. I. Proverbs 20 R. C. Joyner 20
B. Laskin 20 G. A. Lister 20
R. Drummond 20J. J. Pigott - Construction 20
J. G. McKnight - Cost Accounting 400Executive Development for Women:D. Kent \$20 Mrs. Margaret Ashdown 20
F. C. Toombs 20 G. F. Bain 20
Margaret McIrvine 20 R. L. Hart 20
N. Dane 20 Helen Cleveland 20
Mrs. Helen Tierney 20How to Invest:B. L. Coyne 40 W. P. Wilder 40
L. E. Barlow 40 R. A. Mitchell 40
T. P. N. Jaffray 40

University
Extension
Courses
(Cont'd)

Industrial & Business Administration:			
V. W. Bladen	\$ 50	E. A. Allcut	\$100
W. Line	50	B. Laskin	50
E. N. Ballon	50	S. G. Hennessey	100
C. E. Olive	-	Industrial Plant Operation	425
Institute of Internal Auditors			
W. G. Chapin	-	Internal Auditing	200
D. G. W. McRae	-	Mercantile Law	400
J. J. Carson	-	Paint Power	160
W. C. Winegard	-	Personnel Administration	400
	-	Physical Metallurgy	320
Purchasing:			
G. A. Harrap	\$ 20	J. Summers	20
J. R. Law	20	G. Wells	20
M. H. Cryder	20	J. R. Beale	20
C. Watt	20	D. F. Fasken	20
Chas. M. Ricketts Co.	20	G. Roach	20
H. J. Linney	20	J. S. Jones	20
G. F. Bain	20	J. Hanley	20
J. F. Stephenson	20	J. Buss	20
W. R. Stadleman	20	I. M. Young	20
D. S. Lillie	20		
J. K. McKeegan	-	Quality Control	500
Retail Lumbering:			
J. W. B. Sisam	\$20	K. S. Bernhardt	20
J. Broom	20	J. H. Garlick	20
A. S. Michell	40	M. H. Armstrong	20
O. W. Main	20	K. J. Bryant	20
H. Campbell	20		
J. T. Tee	-	Salesmanship	200
Traffic Management:			
D. F. Putnam	\$20	D. P. Kerr	20
M. Zaslow	20	A. W. Currie	20
L. J. Giacoletto	-	Transistor Electronics	\$100
		Travelling Expenses	90
J. R. Harris	-	Transistor Electronics	\$100
		Travelling Expenses	90
G. Sinclair	-		175
J. E. Reid	-		75
Commercial Correspondence Courses: (Remuneration later)			
J. E. Johnston	-	Secretarial Practice, Shorthand Theory Typewriting B	
E. P. Garbutt	-	Major Methods in Shorthand, Shorthand Practice	
J. H. Mitchell	-	Accountancy Theory, Bookkeeping B	
A. P. Seggie	-	Major Methods Accountancy & Law, Business Law, Accountancy Practice	
A. E. Sparling	-	Office Practice Major Methods in Office Practice	
H. M. Steeper	-	Penmanship, Business Arithmetic	
A. G. Steinberg	-	Arithmetic of Investment, Business Correspondence History of Commerce Money and Banking Theory of Economics Shorthand Theory	
Correspondence Courses			
	-	Pass and General Course for Teachers: (Remuneration later)	
J. N. Emerson	-	Anthropology	
G. S. Vickers	-	Art and Archaeology	
W. A. E. McBryde	-	Chemistry	
G. F. Owen	-	Economics 1a	
H. Eastman	-	Economics 3a	

University
Extension
Courses
(Cont'd)

Correspondence Courses (Cont'd):

H. V. Weekes	- English 1a 1b - 2a 2b - 3a 3b
Miss I. Balthazard	- French 1a
W. J. Ruddock	- French 3a
D. F. Putnam	- Geography 1a
H. Boeschenstein	- German 1a, 2a, 3a
P. T. C. White	- History 1a
J. S. Careless	- History 3a
W. H. Nelson	- History 2a
Sister M. Blandina	- Latin 1a
Sister M. St. John	- Latin 3a
W. J. R. Crosby	- Mathematics 1a, 1b
F. M. Doan	- Philosophy 1a
R. MacDonald	- Philosophy St. M's. 3i
Miss M. E. Wallace	- Political Science 1a
K. S. Bernhardt	- Psychology 1a, 2a
R. G. Berry	- Psychology 3a
Miss J. R. Burnet	- Sociology 3a
N. H. Tayler	- Spanish 1a
T. B. Barclay	- Spanish 2a
J. H. Parker	- Spanish 3a

Short Courses - Examinations of Graduates in Medicine of European Countries:

D. A. Duckworth) Anatomy	\$122.75
J. C. Watt)	108.75
R. E. Haist) Physiology	156.75
E. A. Sellers)	80.75
A. M. Wynne) Biochemistry	70.75
B. F. Crocker)	70.75
Mrs. Helen Tucker)	51.00
H. Kalant) English	51.00
Mrs. Clifton Millward)	10.00

Evening Tutorial Classes:

J. B. McGeachy)	40.00
F. H. Reid) Travel Talks on European	35.00
C. W. Dunn) Countries	60.00
E. S. Carpenter	- Anthropology	400.00
The Art Gallery	- Appreciation of Art	400.00
Miss R. J. Northcott	- Astronomy	400.00
J. M. Elson	- Authorship, Journalism	800.00
V. Zuke-hryskevic	- Byelorussian	120.00
Miss M. E. G. Waddell	- Calculus	400.00
R. A. Spencer	- Current Events	50.00
F. H. Underhill	- Current Events, Social Sciences	70.00
B. E. Shore	- Current Events, Classical Studies	40.00

Current Events:

J. B. Conacher	\$30	J. M. S. Careless	\$30
A. Z. Freeman	20	G. M. Craig	30
M. R. Powicke	30	H. I. Nelson	40
M. Zaslow	40	L. I. Strakhovsky	10
B. Wilkinson	10	J. C. Cairns	30
D. G. Creighton	20	W. W. Piepenburg	40
W. A. Dobson	20		

Classical Studies:

F. E. L. Priestley	40	M. M. Kirkwood	20
Rev. L. K. Shook	20	A. E. Barker	40
W. S. Rogers	20	Lister Sinclair	20
D. R. G. Owen	20	H. Boeschenstein	20
B. N. Honeyford	20	D. Fraser	20
R. M. Saunders	20		

G. H. Roper - Classical Studies, English Literature-Modern, American Fiction 240

Conservation:

F. H. Kortright	\$20	W. Porter	10
E. Stonehouse	10	A. H. Richardson	10
A. S. Wagner	10	J. D. Thomas	10

University
Extension
Courses
(Cont'd)

Evening Tutorial Classes (Cont'd):

Conservation (Cont'd):

W. J. K. Harkness	\$10	C. H. D. Clark	\$10
D. Fowle	10	Anton de Vos	10
C. E. Atwood	10	J. A. Vance	10
R. Johnston	10	I. C. Marritt	10
G. Godwin	10	J. L. Van Camp	20
H. A. Smallfield	15	H. H. Bennett	20
Otto Holden	20	J. Fisher	20
J. W. B. Sisam	20		
K. F. M. Helleiner	-	Economics	400
C. S. Gulston	-	English Composition (Elementary)	400
E. F. Kingston	-	English Composition (Advanced)	400
Mrs. Sylvia Du Vernet	-	English Criticism and Appreciation	400
Miss M. Macdonald	-	French I	400
M. Sanoyillet	-	French II	400
Miss I. Balthazard	-	French III	400
Miss G. M. Jacquemin	-	Travel Talks on European Countries	420
H. N. Milnes	-	French IV	400
W. D. Tucker	-	German	200
J. Boyd	-	Home Furnishing	200
Miss A. Fleming	-	Human Relations	400
R. Gill	-	Interior Decoration	400
		Introduction to Play Production	400
J. A. Molinaro	-	Italian I	400
W. W. Ukas	-	Italian II	400
Mrs. Margaret K. Zieman	-	Magazine Writing (2 classes)	800
Mrs. Gertrude Graf	-	Modern Gymnastics for Women	200
F. J. Horwood	-	Music Appreciation (3 classes)	1,200
E. L. Fackenheim	-	Philosophy	400
H. C. Hutchison)		400
B. J. Clake)	Psychology	400
C. O. Weininger)		400
Miss D. Keschner)		400
H. N. Blackwell	-	Psychology - Social	400
W. H. Hogg)	Radio Writing	360
C. Gunning)		40
J. A. Irving	-	Social and Political Ideals	400
J. Cano	-	Spanish 1A	400
T. L. C. Dawson	-	Spanish 1B	400
J. B. Alexander	-	Writing for Business	400
Travel Talks on European Countries:			
Anton R. Lendi	\$20	G. Bagnani	20
Thor O. O'Mejer	20	U. Martius	20
L. Toll	50		
Mrs. F. Adrian Brook	-	Art of Speech	400
Mrs. E. W. Tugman	-	Development of Self- Expression	400
G. N. Bramfitt	-	Diction and Voice Development (2 classes)	400
Mrs. Helen Tucker	-	Oral Expression (Advanced) Conversational English for Newcomers	900
W. G. Frisby	-	Public Speaking "A"	400
J. E. Laughlin	-	Public Speaking "B"	400
C. W. Leslie	-	Public Speaking "C"	400
J. H. Pepper	-	Public Speaking "D"	400

University Extension Courses (Cont'd)	Evening Tutorial Classes (Cont'd):			
	Social Sciences:			
	M. I. Teicher	\$20	S. D. Clark	\$20
	D. F. Putnam	20	J. D. Ketchum	20
	T. F. McIlwraith	20	W. E. Blatz	20
	W. Line	20	C. B. Macpherson	20
	V. W. Bladen	20		
	H. H. Monkman	- English for Newcomers "Conver-		
		sational"		400
	Mrs. Florence Aymong	-	do.	50
	W. C. Jones	- Evening Tutorial Classes		30

Appropriations	(e) Additional appropriations and deductions in appropriations:			
	<u>Division of Physical & Occupational Therapy:</u>			
	An additional appropriation of \$1,550 for "Clerical Assistance"; and deductions totalling \$1,550 as follows:-			
	\$250 - "Office Supplies"			
	650 - "Salaries"			
	500 - "Salary of the Director"			
	150 - "Salaries - Physical Therapy"			
	<u>Institute of Business Administration:</u>			
	An additional appropriation of \$225 for "General Budget - Salaries"; and a deduction of \$225 from "Evening Class Budget".			
	<u>University Library:</u>			

An additional appropriation of \$3,000 for "Additional Assistance".

An additional appropriation of \$671.95 for "Additional Assistance"; and a deduction of \$671.95 from "Salaries".

An additional appropriation of \$4,000 for "Books and Periodicals". and a deduction of \$4,000 from "School of Law - Law Reports".

Statute of Senate (f) Statute of Senate No. 2225 respecting the Faculty of Pharmacy.

Other recommendations of the President were presented as follows, and UPON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED were approved:-

Budget of Carnegie Corporation grant in Comparative Law	(a) Budget of the Carnegie Corporation grant towards the development of studies in Comparative Law in the School of Law for 1953-54:-			
	Salaries and Travelling Expenses:			
	Secretary	\$	2,300.00	
	Exchange scheme		1,500.00	
	Comparative Law Conferences, Associations, etc.		1,000.00	
	Research Studentship		1,200.00	
	Part-time assistance		800.00	\$ 6,800.00
	Office Supplies			600.00
	Office Equipment			350.00
	Publications			2,400.00
	Library			1,000.00
	Essay Prize			300.00
				<u>\$11,450.00</u>
	Unspent balance, 1952-53	-	\$ 2,635.18	
	Grant for 1953-54	-	9,912.50	
	Budget estimates, 1953-54	-		\$11,450.00
	Balance	-		1,097.68
			<u>\$12,547.68</u>	<u>\$12,547.68</u>

Note: Requisitions on this fund to be signed by Dean C. A. Wright of the School of Law.

Institute
of Business
Administra-
tion -
Conference
Series on
Taxation

(b) Budget and Fee for the Conference Series on Taxation in the Institute of Business Administration:-

Revenue	-	<u>\$500</u>
Expenditures:		
Meals and Miscellaneous	- \$350	
Travelling	- <u>150</u>	<u>\$500</u>

Fee of \$25. per person for this course.

Appoint-
ments to
Faculty
Councils

(c) Appointments to Faculty Councils for 1953-54:-

To the Council of the Faculty of Arts:

From the Faculty of Medicine:

Professor G. C. Butler - Biochemistry

From the Faculty of Applied Science and Engineering:

Professor B. Etkin - Professor F. G. Ewens

Professor W. F. Graydon - Professor O. J. Marshall

Professor J. E. Reid

To the Council of the Faculty of Applied Science and Engineering:

From the Faculty of Arts:

Dean M. St. A. Woodside

Professor I. R. Pounder)

Professor W. J. Webber) Mathematics

Dr. W. H. Watson)

Professor H. J. C. Ireton) Physics

Professor F. E. W. Wetmore)

Professor R. L. McIntosh) Chemistry

Dr. G. B. Langford)

Professor W. W. Moorehouse) Geological Sciences

Professor A.S.P. Woodhouse - English

Professor A. W. Currie - Political Economy

To the Council of the Faculty of Forestry:

Professor G. H. Duff - Botany

Professor J. R. Dymond - Zoology

Professor R. R. McLaughlin - Chemical Engineering

Professor C. F. Morrison - Civil Engineering

Professor V. W. Bladen - Political Economy

To the Council of the Faculty of Household Science:

From the Faculty of Arts:

Professor H. J. C. Ireton - Physics

Professor L. J. Rogers - Chemistry

Miss D. F. Forward - Botany

Miss V. E. Engelbert - Zoology

Miss D. Millichamp - Psychology

Professor H. A. Logan - Political Economy

Miss R. I. Jenking - English

From the Faculty of Medicine:

Professor B. F. Crocker - Biochemistry

Professor D. W. Clarke - Physiology

Professor F. O. Wishart - Hygiene & Preventive Medicine

To the Council of the School of Architecture:

From the Faculty of Applied Science and Engineering:

Professor F. G. Ewens - Mechanical Engineering

Professor V. L. Henderson - Applied Physics

Mr. C. Hershfield - Civil Engineering

To the Council of the Faculty of Pharmacy:

Lt.-Col. R. W. Meikleham - Mr. H. M. Corbett

Remission
of fees
for staff
members,
School of
Graduate
Studies
degrees

(d) Fees in the School of Graduate Studies, effective with the beginning of the Session 1953-54:-

That for the minute of the Board of Governors which reads -

"Those students registered in courses for which credit will be granted towards degrees in the School of Graduate Studies, who hold appointments on the University staff or in an affiliated institution, or, who hold appointments on the staff of any hospital supplying clinical facilities for University students; and receive a stipend of at least \$300, may receive an exemption of \$50.00 of the fee specified for the course in which they are enrolled" -

Remission
of fees
for staff
members
(Cont'd)

the following be substituted:-

"Those students registered in courses for which credit will be granted towards degrees in the School of Graduate Studies, who hold appointments on the University staff or in an affiliated institution, or, who hold appointments on the staff of any hospital supplying clinical facilities for University students; and receive a stipend of at least \$250, may receive an exemption of \$50.00 of the fee specified for the course in which they are enrolled.")

Report on
Registration for
1953-54

The President presented the third report on Registration for the Session 1953-54, showing a total as of November 25th, 1953, of 10,610 as compared with 10,852 on the same date in 1952. He stated that the estimates for enrolment for 1953-54 on which the budget for that year was based were 10,510.

Resolution
re Mr. Al-
fred Rogers

On motion of Dr. Bruce,
Seconded by the President,
And unanimously carried,

the following resolution was passed in connection with the late Mr. Alfred Rogers:-

"Alfred Rogers served this University as a member of the Board of Governors for eighteen years, retiring from the Board in February of 1949.

He was a public spirited citizen of the community in which he lived, and that spirit was always translated by him into action. It is therefore not surprising to recall that he was an ardent sportsman. As Past President of the Royal Agricultural Winter Fair Association and a Past President and a Life Director of the Canadian National Exhibition, he showed his keen interest in furthering these laudable undertakings. His contribution to the University of Toronto was matched by his work as Governor of Ridley College, for his interest in youth was one of his dominant characteristics.

BE IT RESOLVED that the Board express to his wife and to his family their deepest sympathy."

Gift of
kymographic
equipment
to Sever-
ance Union
Medical
College,
Korea

The President informed the Board that a request had been received from the Severance Union Medical College in Korea for certain kymographic equipment belonging to the University of Toronto. This equipment had been loaned to the University of British Columbia in 1950 and returned by them, and as it is of no further use in the Department of Pharmacology the Board approved of this equipment being sent to Korea as a gift to the Severance Union Medical College. The Comptroller reported that the equipment being obsolete in this country had little or no resale value.

Appoint-
ment of
Prof. H.
H. Madill
to Asso-
ciation
of Ontario
Architects

The Board approved of the President's recommendation that Professor H. H. Madill be appointed, under the Architects' Act, Section 10, Sub-section (1), paragraph (a), a member of the Architects' Registration Board of the Ontario Association of Architects, for a three-year term beginning on January 1st, 1954.

Leitch
Founda-
tion
donation
in Ob-
stetrics
and
Gynaecology

The President informed the Board of the receipt of a letter from Mr. Gordon C. Leitch stating that he was about to establish a Foundation, to be known as "The Gordon C. Leitch Foundation", directed to benefitting the people of Ontario, and that it was his intention during his lifetime to see that the Foundation is put in funds at least to the extent of \$25,000 annually, out of which it will donate annually to the University of Toronto for the endowment of "The University Chair of Obstetrics and Gynaecology" the sum of \$12,500, of which \$12,000 is to be applied toward payment of the salary of the Professor of Obstetrics and Gynaecology, and \$500 is to be paid towards his pension benefits. The additional \$12,500 will be available for such purposes of public benefit as the Trustees of the Foundation may decide upon, including purposes which may be suggested by the Department of Obstetrics and Gynaecology and receive the approval of the Trustees. The payments will commence with the University year beginning July 1st, 1954, and it is the further intention of Mr. Leitch to provide by his will or otherwise for the continuance of the projects of the Foundation after his death. The President reported that Mr. Hamilton Cassels, Q.C., on behalf of the University, and Mr. Leitch's solicitor, are now drafting the appropriate documents to secure the offer. Those documents will be presented later to the Board.

The Chairman was requested to acknowledge this very generous offer and to inform Mr. Leitch that the Board accepts it with grateful appreciation.

Associates
of the
University
of Toronto
Inc.

The President informed the Board of the splendid work being done by the Associates of the University of Toronto, Inc., in assisting various projects at the University of Toronto, and commended them very highly for their generous assistance.

Use of
Univer-
sity's
imprint
in pub-
lishing
books

The President brought up for consideration of the Board the question of the use of the University's imprint in publishing books, and stated that in a book entitled "A Study in Comparative Law" it is proposed to use the University's imprint without authority having been given for the same. The President thought that in future any request for the University's imprint in publications should be recommended by the Advisory Committee on Publications to the President for consideration. Mr. Justice Hope stated that the matter of "Joint Publications" would be discussed at the next meeting of the Press Committee of the Board, and suggested that the possibility of joint publication of subsequent volumes in this series be given consideration at that time.

It had been brought to the attention of the Advisory Committee on Publications, and the following is the result of their deliberations:-

"After careful discussion as to the propriety of permitting publication by a Toronto law book publishing firm of one or more volumes in a series under a University of Toronto imprint, or a University of Toronto, School of Law, imprint -

It was moved by Professor Bladen,

And seconded by Professor Woodhouse as follows:

That we recommend to the President that permission be given to use the University of Toronto or the University of Toronto, School of Law, imprint on the volume presently being produced in the University of Toronto Comparative Law Series, on certificate of the Council of the School of Law that the volume is worthy of the University of Toronto imprint, and that for future volumes permission to use the aforementioned imprint be sought from this Committee. Motion carried."

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board adopted this recommendation.

Adminis-
trative
matters
approved -

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following administrative matters were approved:-

(a) Resignation:

Superintendent's Office:

Miss D. M. Wood

- Payroll Clerk (salary \$2,070)
effective - Nov. 5, 1953

Resigna-
tion

Appropriations

(b) Additional appropriations and deductions in appropriations:-

Faculty of Pharmacy:

Additional appropriations as follows:-

\$200 - "Examinations : Supplies and Printing"

800 - "Examinations : Remuneration to Examiners"

Ontario College of Pharmacy:

Deductions in appropriations as follows:-

\$ 700 - "Examinations: Remuneration to Examiners"

125 - "Examinations: Supplies and Printing"

Ontario Agricultural College:

Deductions in appropriations as follows:-

\$1,000 - "Examinations: Remuneration to Examiners"

300 - "Examinations: Supplies and Printing"

Ontario Veterinary College:

Deductions in appropriations as follows:-

\$ 200 - "Examinations: Remuneration to Examiners"

50 - "Examinations: Supplies and Printing"

University Extension:

Additional appropriations as follows:-

\$2,500 - "Evening Tutorial Classes"

4,000 - "Teachers' Classes"

2,000 - "Office Supplies"

500 - "Short Courses"

4,000 - "Course in Radiography"

Correspondence Courses:

\$5,000 - "Investment Dealers' Association"

900 - "Canadian Credit Institute"

600 - "Chartered Life Underwriters"

400 - "Society of Industrial & Cost Accountants"

2,500 - "Insurance Institute of Canada"

Confirmation of Investment transactions

(c) Confirmation of the following investment transactions not previously approved:-

Purchased for -

Transfer from Trust Endowment to Trust Pool:

\$100,000 4 $\frac{3}{4}$ % British Columbia Telephone due Oct.1,1975 @ \$ 99.25

Samuel Beatty Fund

\$ 4,000 4 $\frac{1}{4}$ % Hydro-Electric Power Commission due Mar.15,1967 @ \$100.50

Proceeds of sale of converters to be credited to McLennan Fund

(d) That the sum of \$500, representing the amount received from the sale of three converters in the McLennan Laboratory which were made obsolete by the completion of the electrical conversion in the Physics Building to 60 cycles, be credited to the McLennan Laboratory Research Fund.

Authority for purchase of equipment at Dunlap Observatory

(e) That the sum of \$900 from the income of the Jessie D. Dunlap Bequest be used for the acquisition of the following special equipment for the David Dunlap Observatory:-

1. Air cooling unit for the photographic dark room (approximate list price) - \$500

2. Stereomicroscope (approximate list price) - 400

Total - \$900

General Motors Acceptance Corporation Bonds

The Board gave authority to add to the list of corporations whose bonds may be purchased the name of the General Motors Acceptance Corporation of Canada.

Donations -

Donations were reported as follows, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were gratefully accepted:-

Donations
(Cont'd)

From -

The Executors of the Estate of the late Mrs. Sarah Lorena Barfoot, notification received of a residuary bequest under her will, viz: Upon the death of her mother, the balance in a fund of \$9,000 is to be divided among various organizations, among them the Household Science Department of the University of Toronto, which is to receive 1/18 of the fund for "The Lorena Richardson Barfoot Scholarships or Prizes" to be used at the recommendation of the Head of that Department.

The Executors of the Estate of the late Joseph Aziz, the sum of \$10,000 received, the income from the fund to be available to any promising Medical student regardless of race, colour or creed who, in the opinion of the Dean of the Faculty of Medicine, merits financial assistance.

The Nuffield Foundation, an offer received of a grant of £1,875 to assist the University to develop, in its Department of Art and Archaeology, an academic centre for studies in the history of medieval art. The grant would be applied to the extension of the Department's collection of reproductions of illuminated manuscripts of the 13th century in England and France, and to the preparation of this collection for publication by meeting the following expenses:-

Professor Vickers (subsistence grant for one year in France - half his present salary)	£ 917
Professor Brieger (subsistence grant for one month in France and 2½ months in Great Britain)	180
Return fares: Canada - France -	
Professors Brieger and Vickers (2 x £185)	370
Cost of photographs and other material	408
	<u>£1,875</u>

The Associates of the University of Toronto, Inc., the sum of \$2,500 (Canadian funds) received, representing a donation from Burroughs Wellcome & Company for a fellowship in the field of hypertension investigations, particularly those carried on by Dr. John D. Morrow.

Mr. M. A. Starkman, an offer received to establish an annual fellowship in the School of Graduate Studies, of the value of \$500, to be awarded to a student proceeding to the degree of Master of Science in Pharmacy.

United Casualty Agencies, an offer received to establish two undergraduate bursaries, each of the value of \$200, to be awarded annually to deserving students with satisfactory academic standing in the Faculty of Pharmacy.

The Osmose Wood Preserving Company of Canada, Limited, an offer received to donate a scholarship of the value of \$250 a year for a period of five years, to the 4th year student in the Faculty of Forestry who has obtained the highest average during the last two years of his course in the following subjects:-

- Wood structure and Technology (3rd year)
- Forest Utilization (4th year)
- Cellulose Industries (4th year)

The first award is to be made in the spring of 1954.

Butterworth & Co. (Canada) Ltd., an offer received to donate a set of the new second edition of the "British Encyclopaedia of Medical Practice" as an annual prize, to be awarded to a student in the final year of the Faculty of Medicine, who intends to go into general practice, who has good all-round standing, and who has not been awarded another prize or medal in the final year. The value of the set of 14 books is \$189.00.

The Garden Club of Ontario, notification received of the donation of about 100 species and varieties of *Perlargonium* (garden geranium) to the Department of Botany.

Donations
(Cont'd)

From -

The Department of Public Welfare of the Province of Ontario, the sum of \$10,000 received, mainly to provide bursaries to students in the School of Social Work who are prepared to accept employment, after graduation, with an Ontario public welfare agency. The grant is to be used as follows:-

Bursaries	- \$ 7,700
Students' field trips	- 500
Administrative purposes	- 1,800
	<u>\$10,000</u>

The Estate of the late Leah May Samuel, the sum of \$10,000 received, representing a further payment from the income account, to be used for the Canadiana Gallery and/or the Royal Ontario Museum.

National Cancer Institute of Canada, amounts received as follows:-

\$3,700 - supplementary grant to Dr. C. E. van Rooyen for the period Oct. 1, 1953 to March 31, 1954 for Project No. 19

\$3,510 - supplementary grant to Dr. A. W. Ham for his research during 1953-54 for Project No. 12.

The Estate of the late Dr. W. B. Boyd, the sum of \$5,602.83 received as a further payment on account of income, to be paid to the Connaught Medical Research Laboratories for research work.

Atkinson Charitable Foundation, the sum of \$4,000 received representing payment of the grant for the Foundation's general bursary programme for 1953-54.

A request received from the Foundation to hold in trust a sum of \$400 (of which \$200 is now in our possession) as an unspent balance of the grant to the University under the secondary school graduate bursary programme, to be carried over to apply to the grant which the University is to receive for a similar programme covering 1954-55.

Nutrition Foundation, Inc. of U.S., an offer received to renew the grant entitled "Synthesis and Metabolism of Fats (phospholipids)" under the direction of Dr. Erich Baer, in the amount of \$2,500 for the year 1954.

Central Mortgage & Housing Corporation, the sum of \$1,200 received for a fellowship awarded to Mr. Benjamin Shindman for the study of Community Planning during 1953-54.

James Harris Foundation, the sum of \$1,100 received to cover the increase in the six scholarships from \$165 each to \$350 each, for the Session 1954-55.

Colonel W. E. Phillips, the sum of \$1,000 received to cover the Nadine Phillips Fellowship payable to the recipient during the Session 1953-54.

The Estate of the late William Jordan Larkworthy, the sum of \$1,000 received under the will of Mr. Larkworthy for Insulin research work in connection with the Banting Institute.

Carling Breweries Limited, the sum of \$1,000 received for research in Quetico Park in Forestry.

Smith & Stone Limited, the sum of \$600 received to cover the first award of their bursary in Applied Science and Engineering, which is to be payable to the recipient over the next four years at the rate of \$150 per annum beginning in 1953-54.

Massey-Harris Company Limited, the sum of \$500 received to cover the awards of their scholarships to the recipients in 1953-54.

Mr. C. W. Foster, the sum of \$250 received to cover the award of the John Lewis Foster Scholarship to the recipient in 1953-54.

Donations
(Cont'd)

From -

The University Women's Club of Peterborough, the sum of \$200 received to cover their bursary awarded to Miss Faye Schwartz, who is enrolled in the First Year in University College.

Mr. William Hultay, the sum of \$200 received to cover the first award of the bursary donated by him in Pharmacy, payable to the recipient during 1953-54.

Kiwanis Club of West Toronto, the sum of \$200 received to cover their bursary in the School of Social Work awarded to Mr. J. Friedmann for 1953-54.

Thunder Bay Medical Society, the sum of \$100 received as a contribution at the Lakehead from doctors who have received benefit from the post-graduate course conducted there by members of the staff of the Faculty of Medicine. This donation is to be credited to "Kellogg Foundation Grant - Pilot Programme in Decentralized Medical Education".

Rev. Dr. James B. Paulin, the sum of \$25 received towards the establishment of a scholarship fund by members of the graduating class of 1904 in the Faculty of Arts.

Simpsons-Sears Limited, a request received to change the name of "The Robert Simpson Company Limited (Northern Ontario) Scholarships" to "Simpsons-Sears Limited (Northern Ontario) Scholarships".

Various donors, amounts received for the following funds:-

Samuel Beatty Fund - \$165 received, bringing the total to \$16,425

H. M. Cassidy Memorial Research Fund - \$1,655 received, bringing the total to \$68,176

Hugh Alexander Hoskin Scholarship - \$45 received, bringing the total to \$3,116.

Harold Adams Innis Memorial Fund - \$75 received, bringing the total to \$8,913.61

Institute of Child Study Building Alterations Fund - \$1,885 received

University College Alumni, Alumnae Giving Fund - \$3,405 received

University of Toronto Dental Research Fund - \$923 received, bringing the total to \$42,484.95.

Confirmation
of
execution
of Hydro
conversion
contract

The Board confirmed the action taken in approving the execution of Conversion Allowance and Release Agreement with the Hydro-Electric Power Commission of Ontario covering Nos. 71, 96-98, 100, 102-104 St. George Street.

Financial
Statements

Financial Statements of the University, covering the months of July, August, September and October, 1953, were tabled.

*Indorsed
M.B.*

The meeting adjourned at 6:15 p.m.

Minutes confirmed.

December 10th 1953

G. Higginbotham

Secretary

J. Z. Hume

Chairman

Minutes of a "Special Meeting" of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, December 10th, 1953, at 4:30 p. m.

Present -

The Chairman (Colonel Phillips)	Dr. Samuel
The President	Mr. Burns
The Chancellor	Hon. Dr. Bruce
Mr. Gordon	Mr. Clarke
Mr. Osbourne	Mr. Dalgleish
Mr. Bryce	Mr. Kelly
Mr. Urquhart	Mr. Vaughan
Mr. Matthews	
	Mr. A. G. Rankin, Comptroller
	Mr. C. E. Higginbottom, Secretary

Mr. Hamilton Cassels, Q.C., the University Solicitor, attended at the request of the Chairman.

Meeting
declared
to be
properly
constitu-
ted

The Bursar read the notice of this meeting.

The Chairman declared a quorum to be present and the meeting to be properly constituted for the transaction of business.

Minutes
of previous
meeting
confirmed

The minutes of the previous meeting held on Thursday, November 26th, 1953, a résumé of which had been circulated, were -

Upon motion of Mr. Vaughan,
Seconded by Mr. Bryce,
And unanimously carried,

confirmed.

Dr. Johnson
unable to
be present

The Chairman presented a letter from Dr. Edward Johnson expressing his inability to be present at the meeting in view of a previous appointment in Ottawa.

Reason for
calling the
Special
Meeting

The Chairman stated that he regretted the necessity of calling a Special Meeting at this time of year but that a very serious situation had arisen in connection with the administration of the Royal Conservatory of Music, and that he and the President

considered it to be important to lay the whole matter before the Board without delay. The Chairman stated that he proposed to ask for approval of certain actions which had already been taken and to proceed then to consider certain steps which might be taken to remedy an obvious gap in our organizational system.

Report setting forth situation at the Royal Conservatory of Music

At the request of the Chairman, the Comptroller read a detailed report setting forth the situation as he had found it up until the night of December 9th, 1953.

The report when read was ordered to be filed with the minutes.

Actions taken on the Chairman's responsibility-

The Chairman, after he read an extract from the minutes of a meeting of the Board of Directors of the Royal Conservatory of Music held on November 27th, 1953, explained that certain actions had been initiated on his responsibility:-

Acceptance of Mr. Loken's resignation

1. The acceptance of Mr. Loken's resignation to be effective on November 30th, 1953.

Comptroller authorized to bring Conservatory affairs under his control

2. The Comptroller was authorized to take each and every step as he deemed necessary to bring the financial and accounting functions of the Royal Conservatory of Music under his exclusive and immediate control.

Confirmation of temporary transfer of financial functions of Conservatory from Board of Directors to the University Comptroller

Upon motion of Mr. Urquhart,
Seconded by Mr. Dalgleish,
And unanimously carried,

the Board confirmed the action of the Chairman and the President in authorizing the temporary transfer of the administrative, financial and accounting responsibilities of the Royal Conservatory of Music of Toronto from the Board of Directors of the Conservatory to the Comptroller of the University, and in authorizing the Comptroller of the University to take such steps as were necessary by way of instructions to the Board of Directors of the Conservatory.

Resolutions directed to maintaining continuous control of financial functions of subsidiary activities

The Chairman then stated that the situation which had developed at the Conservatory indicated a serious gap in our system of control and supervision and that the following resolutions are directed to maintaining the principle of continuous control of the administrative and financial functions

in each and every one of the subsidiary activities which fall within the ultimate responsibility of the Board of Governors.

28-1

December 9, 1953

W. E. Phillips, M.A., C.B.E., LL.D.,
Chairman of the Board of Governors,
University of Toronto.

IRREGULARITIES DISCOVERED AT ROYAL CONSERVATORY OF MUSIC

Dear Mr. Chairman,

The first regular meeting in the current fiscal year of the Board of Directors of the Royal Conservatory of Music of Toronto was held on October 23, 1953. At that meeting the Secretary-Treasurer did not present any Financial Statements for the current year, nor did he report on the financial results of the fiscal year ended June 30th, 1953. Presumably the accounts for the last fiscal year were in the process of being audited. At the same meeting Mr. Loken made known his intention to resign from his post at the Conservatory as soon as a successor could be found and trained. Knowing that Mr. Loken was leaving, I was anxious to have the audit completed and the accounts up to date in view of the impending resignation and the appointment of a new Secretary-Treasurer. Repeated efforts were made to get together with Mr. Loken, but he was continually absent from the Conservatory and broke two specific appointments which I had made with him. I therefore contacted the Auditors of the Conservatory on November 18th in order to ascertain whether or not the Financial Statements for the years ended 30th June 1952 and 1953 would be available in time for the next meeting of the Board of Directors on November 27th. I was informed that they had been unsuccessful in arranging a meeting with Mr. Loken despite many efforts over the past several weeks and that the audit was incomplete pending certain explanations from Mr. Loken. I next called the Accountant at the Conservatory and inquired about the preparation of a current Operating Statement. Mr. Chris Johnston, the Accountant, told me that he had not completed the necessary Operating Statements for the four months ended October 30th, 1953, but he had progressed in his work as far as he could and now required the assistance of Mr. Loken. It was at this time that I learned that the Conservatory had a substantial overdraft at the bank. The Accountant also asked me at the same time whether or not he should prepare a salary cheque for Mr. Loken in full since he was seldom at the Conservatory. I looked at the salary records and discovered that on several occasions in the past twelve months Mr. Loken had drawn his salary in advance of the normal date of payment. I noted that his salary had been drawn at the authorized rate of \$9,000 per year, but was surprised to learn from the Accountant that no part of this salary

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was being recovered from The Frederick Harris Music Co. Limited. I then called Oakville and discovered that Mr. Loken had drawn an additional salary from The Frederick Harris Music Company at the rate of \$1,000 per year. I then addressed a letter to Mr. Loken, copy of which is attached, and requested that he call at my office at the first opportunity. On November 27th, on learning that he was at the Conservatory, I asked him to come to my office immediately. Mr. Johnson was in the Conservatory at the time and he joined our meeting. I asked Mr. Loken for an explanation of his behaviour and actions and he was unable to offer any satisfactory explanation. These matters were then reported to a meeting of the Board of Directors of the Conservatory on Friday, November 27th.

I now wish to report to you on my findings at the Royal Conservatory of Music which are based on a personal examination of the accounting records from July 1st, 1951 to November 30th, 1953. This examination has been as thorough as time would permit. The following actions are deemed to be unauthorized and without justification:-

1. Salary of Secretary-Treasurer

Whereas the Board of Directors of the Royal Conservatory of Music at a meeting on March 27th, 1953 established the salary of Mr. Loken at an over all figure of \$9,000 effective July 1st, 1953, of which \$2,500 was to be charged to The Frederick Harris Music Co. Limited, I wish to report that since July 1st, 1953 Mr. Loken has been drawing salary at the rate of \$10,000 per annum. I have already commented above on the manner in which this salary was drawn and it should be noted that on September 15th, 1953 he drew \$500 from The Frederick Harris Music Company to cover his salary as President of that Company for the six month period from July 1st to December 31st, 1953. I further discovered a charge of \$260 held in a Suspense Account at the Conservatory and which is now indicated as being a receivable from Mr. Loken. This charge represents a cheque for \$260 paid to Mr. Loken on May 14th, 1952 and at that time was indicated as a salary drawing chargeable to The Frederick Harris Company. The Accountant at the Conservatory repeatedly billed this sum to The Frederick Harris Music Company and they repeatedly refused to accept the charge inasmuch as Mr. Loken was drawing his salary in full from them. The charge then came to rest in the Suspense Account and is still outstanding. It would therefore appear that Mr. Loken owes the Conservatory the sum of \$500 representing unauthorized salary drawn from The Frederick Harris Music Co. Limited for the six month period ended December 31st, 1953 plus \$260 drawn in May 1952, less his regular pay cheque for the last two weeks of November 1953 in the amount of \$295.10, payment of which was stopped by the Comptroller, leaving a net indebtedness of \$461.90. Mr. Loken has assured me that he will repay this sum to

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the Conservatory on December 15th, being the day on which the sale of his house is scheduled to close.

2. Bank Overdraft

Whereas the banking resolution of the Board of Directors of the Royal Conservatory does not authorize any borrowing, it is a fact that in September 1953 the overdraft at the bank amounted to \$35,000 and as at October 31st, 1953 it stood at \$21,749.

3. Travelling Expenses

Mr. Loken prepared a Journal entry as at the close of the fiscal year ending 30th June 1953 which had the effect of removing from the Suspense Account some \$852.66 which had been advanced to Mr. Loken for out-of-town trips in the period May 1952 to June 1953 and this sum was charged off as Travelling Expenses without any further supporting evidence. I note further that in the accounts for the Summer School operations of July 1953 he has charged the Summer School with the sum of \$485.60 representing the expenses of Mr. Loken and another member of the staff for a trip to Milwaukee. There are no supporting vouchers and it was first considered that these expenses were chargeable to The Frederick Harris Music Company. Mr. Collier, the General Manager, refused to accept them on behalf of The Frederick Harris Music Company and Mr. Loken then ordered the Accountant at the Conservatory to reimburse him directly and charge the expenses to the Summer School. Mr. Loken's total travelling expenses for the year ended June 30th, 1953, were \$2,323.20 for both the Conservatory and The Frederick Harris Company. This total includes an authorized trip to England, the expenses for which totalled approximately \$1,100. A summary of Mr. Loken's travelling expenses is attached.

4. Lack of Financial Reports

The last monthly Operating Statement which was presented to the Board of Directors covered operations for the ten months ended April 30th, 1953, and indicated an operating surplus of \$5,320. However, the accounts at the Conservatory which I have now examined indicated that for the twelve months ended June 30th, 1953 the Conservatory had a deficit of \$20,400, after taking into account the grant from the University of Toronto in the amount of \$59,413. While no Operating Statement has been submitted for the current operations it would appear to me from an examination of the accounts that for the four months ended October 30th, 1953 there is an operating deficit of approximately \$36,600 as compared with an operating deficit of \$53,300 for the same period last year. It should be

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remembered that the Conservatory normally has an operating deficit at this time of the year which is offset by substantial profits in the Examination Department in the spring of each year. The Auditors were finally able to clear their queries with Mr. Loken on November 27th and 30th, which allowed them to release their statements which have now been received.

5. 1953-54 Approved Budget Not Implemented

With the reorganization of the Conservatory the former Faculty of Music became an integral part of the Royal Conservatory of Music. This necessitated the changes in the construction of the budget which were carried out by Mr. Loken at my request. However, I now find that the books of account were never altered in line with this budget. The Accountant and certain Department Heads have never seen their respective budgets and it appears that there has been little or no attempt to control expenditures in line with the budget adopted by the Board for the current year. For example, the budget authorized two sums of \$500 as Travelling Expenses for the School of Music and the Faculty of Music respectively. However, the Secretary-Treasurer has authorized and paid over to the Principal of the School of Music, in October 1953, the sum of \$1,500 and to the Director of the Faculty of Music the sum of \$1,200 (in three sums of \$200, \$500 and \$500), which are entirely unsupported by vouchers and have been charged as Travelling Expenses. Additional travelling expenses for specific trips are granted over and above these generous expense allowances. In the month of September he paid over in two sums to the Dean of Music the sum of \$2,000 which has been recorded on the books as "Travelling and Entertainment Expenses". The Board did authorize an appropriation of \$2,000 as Travelling and Entertaining Expenses of the Dean of Music, but I would never have anticipated that the Secretary-Treasurer would pay the entire sum out in one month and without any supporting vouchers. Additional travelling expenses totalling \$158.96 were paid in October to the Dean and are supported by statements of specific expense for a trip to New York. I further note in records that in the fiscal year ended June 30th, 1953 the Secretary-Treasurer paid over to the Principal of the School of Music the sum of \$2,000 which was charged to "Administrative Travelling and Entertainment Expense". There were no supporting vouchers, but the Board had authorized an allowance of \$1,500.

6. Violation of Trusts

As at June 30th, 1953 the Trust Liabilities exceeded the Trust Assets and presumably the difference (something in excess of \$6,000) is owing to the Trust Account from the current funds of the

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Conservatory. There is ample evidence that Trust monies have been used for current operational purposes. There are several Scholarship Trust Accounts which currently have debit balances and which would seem to indicate that Scholarships were awarded and paid out in advance of the receipt of funds from the donor and that this situation has existed for at least two years in the case of some scholarships. The whole accounting picture concerning Scholarship Trusts will require considerable study before I can furnish a comprehensive picture. There is an absence of adequate files and information on the Scholarship Trusts.

7. Unauthorized Purchases

(A) Pianos Purchased \$27,600.00

From The T. Eaton Co. Limited.

On October 3rd, 1953 Mr. Loken signed a contract for the purchase of 56 new Mason & Risch pianos with an exchange allowance for 40 used pianos. No copy of contract could be found at the Conservatory. The T. Eaton Co. furnished me with a copy of the contract. Terms of the contract: the \$27,600 to be paid in thirty equal monthly payments (no payments in July and August of each year) over a period of thirty-six months in amount of \$220 per month plus interest at 6 1/2 per annum. All 56 pianos have been delivered - no payments made as yet. No Board approval and no funds available.

(B) McBee Keyport System \$ 1,369.35

In March 1953 the Conservatory purchased and received delivery of some 53,700 Keyport forms which had been printed in accordance with Mr. Loken's instructions. These forms bear the name of the Royal Conservatory of Music and are designed to be used in the Examination Department. These forms have never been opened, and from March until now have remained locked in the basement of the Conservatory. The Registrar and the Head of the Examination Department disclaim any knowledge of these forms. The McBee Company have been pressing for payment of their invoice but this liability has never been entered on the books and at least to this extent the books of

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accounts at June 30th do not reflect this specific liability in the amount of \$1,369.39. I have spoken to the General Manager of the Company and he will cooperate with me in every respect. He will not press for immediate payment and he is prepared to demonstrate the usefulness of these forms to the Examination Department. This purchase was never authorized by the Board.

(C) Addressograph Machine \$ 1,300.00

The books of record indicate that payment was made to the Addressograph-Multigraph Company in the amount of \$1,300.00 for a No. 19 Addressograph machine. I have not ascertained the date of delivery of this machine but several members of the staff have indicated that the machine lay idle for almost a full year after its acquisition. The purchase of this machine was never initiated and I fail to see the justification for such an elaborate and costly piece of machinery at the Conservatory in view of the limited use to which it can be put. It should be noted that the University Press has a large Addressograph department and that it is well equipped to handle all the requirements of the Conservatory in this respect.

(D) Meter Postage Machine 1,340.00

In June 1953 the books indicate that a meter postage machine was purchased. While I recognize that from time to time the Conservatory does have large mailings, I submit that the large mailings could economically be handled through the Multilith-Addressograph-Mailing facilities of the University of Toronto Press which does possess adequate facilities for this type of work. There may well be the need for a postage meter machine at the Conservatory but it would be of a very much smaller nature and consequently would cost a great deal less.

6. Unauthorized Commitments

(A) Organs 7,000.00

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In July 1953 Mr. Loken ordered two Wurlitzer Electric Organs. Total cost to be . . . \$ 7,000.00 delivered on or before September 3rd, 1953. Eaton's altered these organs from 60 to 25 cycle and would have delivered same but Mr. Silvester cancelled the order.

(B) Flanges - from Heintzman & Co. \$58,400.00

Correspondence indicates that Heintzman & Co. had quoted on the supply of eighty (80) new pianos @ \$730 each. No order had been signed but Heintzman fully expected an order this fall and had commenced production of these new units which had been under discussion with them over the past six months.

(C) Multilith Machine \$ 7,000.00

The Addressograph Multilith Company requested permission to deliver their largest two-colour Multilith Press which they stated Mr. Loken had ordered. This machine would be capable of reproducing sheet music as well as producing bulletins and recital programmes. Fortunately, Mr. Loken had never signed an order for this equipment and the Addressograph-Multilith people were willing to cancel the order at my request.

9. Employment of an Assistant

In March 1953 Mr. Loken hired a Mr. H. McLaughlin as his assistant at a salary of \$4,000. To the best of my knowledge this was never authorized nor reported to the Board. This man was transferred by Mr. Loken to The Frederick Harris Music Co. Limited as Assistant General Manager in July 1953 at the same rate of salary, where he is now working. As a Director of The Frederick Harris Music Co. this fact came as a great surprise to me when I visited the Oakville office this week.

10. The Frederick Harris Music Co. Limited

I have made a quick review of the accounts at Oakville and have established the sums drawn by Mr. Loken as salary and as travelling expenses. A summary of Mr. Loken's travelling expenses is appended hereto and I have already commented on the salary situation.

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11. General Inefficiency and Negligence

Perhaps the most alarming situation is the complete absence of any order in the Secretary-Treasurer's department. There are few files and there are many documents and records which at this date are just not available. In the Secretary-Treasurer's office there is an enormous quantity of records stuffed in a number of drawers and in a large bookcase. Amongst these papers we found a cheque of the North American Life Insurance Co. for \$38.15 payable to The Frederick Harris Music Co. Limited, dated 17th October, 1951. There are other examples of cheques that have been held by the Secretary-Treasurer for months before deposit. For example, on November 28th, 1953 Mr. Loken gave the accountant a cheque for \$300 which was payable to the Conservatory and which he had received in May 1953. There is no continuity of records. We are unable at this date to find original copies of executed contracts and as yet we have not found the share certificates of The Frederick Harris Music Co. Limited. This is no reflection on the girls who have acted as secretary to Mr. Loken and on the accounting staff at the Conservatory. I would say that these individuals had done a good job despite the limitations placed in their way.

12. Other Errors and Omissions

- No General Annual Meeting of the Corporation of the Royal Conservatory of Music has been held for the year 1952.
- The new Kingway Branch of the Conservatory which Mr. Loken was authorized to purchase has been registered in the name of the Conservatory instead of the University.
- On July 1st, 1952 some one hundred music teachers were placed on a guaranteed salary and for the past seventeen months no deduction for income tax has been made from their salaries.
- With the change in the basis of remuneration of certain teachers no change was made in the revenue accounts and as a result all tuition fees from students have been lumped in one revenue account. It is therefore impossible to prepare a reasonable operating picture without a complete and laborious analysis of this large account.
- A former teacher, Mr. Bela Boszormenyi-Nagy owes the Conservatory some \$1,500, representing balance of an authorized advance of \$2,200 made in 1948 to move himself and his family from Hungary to Toronto. The Board directed that this advance be deducted in equal monthly amounts over his two year contract with the Conservatory. Apparently the Conservatory paid him \$12,000

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over a two year period and failed to recover the advance. He has since moved to the U.S.A.

13. Action Taken Since November 27th, 1953

Mr. Loken has turned over to me, on November 30th, 1953, his keys to the building and office. His U.S.A. credit card has been cancelled and the bank advised of his resignation. Our bonding company has been placed "on notice" but they will not register Mr. Loken's name as a defaulter unless further advised by us to do so. The T. Eaton Co. Limited, Maintanen, McNea and Addressograph-Multigraph Company have been interviewed and all have indicated a willingness to coöperate in our best interests. Disbursements at the Conservatory are presently under my control. Our auditors are assisting in a review and rearrangement of our accounts. The Auditors' Report and Financial Statements for the years ended June 30, 1952 and 1953 are now in hand for both the Conservatory and The Frederick Harris Music Co. Limited. Copies of the Harris Company statements have been filed by our solicitor with the Public Trustee. The bank which had permitted the unauthorized overdraft has been asked to explain their action. It was necessary for me to advance the sum of \$30,000 to the Conservatory to place them in funds. This advance has been charged to the authorized Grant available to the Royal Conservatory of Music for the current fiscal year. On December 8th The Frederick Harris Music Co. forwarded \$10,000 on royalty account.

The newly appointed Secretary-Treasurer of the Conservatory, Mr. J. F. Brook, is hard at work and under close supervision. It will take a little time to construct proper files and to sort the great mass of papers which are held unclassified in Mr. Loken's office. The ledger accounts will be rearranged to conform with the structure of the budget adopted by the Board in May 1953. This budget was balanced by a grant from the University in the amount of \$70,000. It appears to me that this sum will be inadequate because:

- 1 - I believe revenue has been overestimated.
- 2 - Some expenditures have been underestimated.
- 3 - Additional expenditures have been authorized by the Board such as: Alterations and furnishings of the Dean's Office (\$2,000) and the purchase of a concert grand piano (\$2,400).
- 4 - Guarantees given to teachers placed on salary appear to be too generous in some instances.

14. Financial Assistance Required from the University

It would appear that in our present fiscal year we will

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be obligated to support the Royal Conservatory by the following sums:

1953-54

Original budgeted grant	\$ 70,000
Deficit now reported for years ended 30th June 1952	13,000
30th June 1953	20,409
Possible deficit for current year	<u>10,000</u>
	\$113,409

Also a capital loan will be required to pay for fifty-six pianos purchased in October 1953 from The T. Eaton Co. Limited \$ 27,600

The actions which you have requested are being carried out to the best of our ability and will be completed as quickly as possible.

Yours sincerely,

A. G. Rankin
Comptroller.

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COPY

University of Toronto
TORONTO 5, CANADA

28-11

November 25, 1953.

Mr. M. H. Loken,
Secretary-Treasurer,
Royal Conservatory of Music of Toronto,
135 College Street,
Toronto, 2-8.

Dear Roy,

I am deeply exercised over conditions at the Conservatory which are chiefly due to your protracted absence. As you know, there is a meeting of the Conservatory Board on November 24th and I have just been informed by the Auditors that the Financial Statements for the Conservatory will not be ready in time for this meeting. Their explanation is that for the past two weeks they have been unable to reach you. You must also realize that as yet the Auditors have not delivered the Financial Statements for the year ended June 30th, 1952. The Auditors have a number of matters on which they are unable to obtain a satisfactory explanation from the personnel at the Conservatory. For example, at June 30th, last the Trust Account showed an outstanding deposit of \$5,000. They tell me that this deposit is still outstanding. They also inform me that there are a number of Trust Accounts which are a debit balance and have been so for at least two years and, presumably, arise from the fact that scholarships have been awarded and paid but the funds have not been obtained as yet from the donor. The Auditors also feel that the Conservatory is in effect utilizing Trust Funds for current purposes. These factors are very disturbing to me from the standpoint of good administration.

Our solicitor is still waiting to ascertain whether or not the resignations from the London, England, firm of Mr. Bishop and Mr. Humphreys had been received. This fact and the fact that the Auditors have been delayed on completion of the Frederick Harris Company audit because of your absence are causing us considerable embarrassment with the Public Trustee. This situation deteriorates with time and particularly in view of a letter which Mr. Jamieson has now written to the Conservatory Board.

At your request I arranged a luncheon so that you could meet Mr. Brook who is to fill your position at the Conservatory, but after a lengthy wait we decided that you had forgotten about this appointment. I am receiving many calls pertaining to Conservatory business and no one seems to know when to expect you. I well appreciate that there are many demands on your time and both the University and Conservatory have been quite willing to meet your convenience within limits. As yet I still do not know whether or not you have commenced work with your new employer nor do I know if there is any date attached to your resignation. You did tell me that you were willing to stay at the Conservatory within reason until your successor could

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receive at least a few weeks' training from you. I do know that you are still on the Conservatory payroll at full salary and for that reason I feel we should have first call on your time. Mr. Brook will commence his duties at the Conservatory on December 1st and it would be helpful to have you spend two weeks with him, provided we have a definite understanding as to the days and times at which you would be there. I am looking forward to receiving from you the outline or manual of duties for the Secretary-Treasurer which I asked you to construct. I also feel that it is essential that we have some of your time to clear up the Auditors' queries. I am sure you will agree with me in this respect and I would appreciate your kindness in coming in to see me so that we can arrange a work schedule for the next few weeks.

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Yours sincerely,

A.O. Rankin,
Comptroller.

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It was proposed that these matters should be dealt with in the first instance by way of resolutions and if the substance of the proposed resolutions should gain the approval of the Board they would provide the authority to undertake at once the necessary administrative arrangements.

Once the practical requirements have been met it is intended to give consideration to the enactment of a By-Law embodying any alterations or amendments which practice may show to be necessary.

Motion to
suspend
By-Law IV,
Sec. 15,
of the
General
By-Laws
of the
Governors

As a preamble to the consideration of the resolutions,

It was moved by Mr. Matthews,
Seconded by Mr. Dalglish,
And unanimously carried,

that By-Law IV, Section 15, of the General By-Laws of the Governors of the University be suspended, and notice of motion waived, in order to give consideration to a proposed resolution.

Approval
of
resolution

Upon motion of Mr. Matthews,
Seconded by Mr. Clarke,
And unanimously carried,

the Board approved of the following resolution:-

Be It Resolved That:-

1. There shall be a Secretary, Financial Secretary, or Secretary-Treasurer, for each subsidiary directly or indirectly subject to the control of the Board. The terms of his employment, including (without limiting the generality of the expression "terms of his employment") his remuneration and alterations thereof, shall be subject to the approval of the Board. He shall hold office, subject to the terms of his employment, at the pleasure of the Board and his appointment shall be made as follows:

(a) In the case of a subsidiary directly subject to the control of the Board - by the Board.

Resolution
(Cont'd)

(b) In the case of a subsidiary which is not directly subject to the control of the Board, such as the Royal Ontario Museum and one which is a body corporate, instructions shall forthwith be issued to such subsidiary to provide by by-law or otherwise, for immediate compliance with the provisions of this Resolution.

2. The Secretary, Financial Secretary, or Secretary-Treasurer, shall be responsible

(a) To the Committee appointed by the Board, charged with the management of the subsidiary for:-

(1) The co-ordination and supervision of its administrative, financial and accounting functions;

(2) The integration of these functions with the requirements of the chief executive officer of the subsidiary within the scope of the authority which has been delegated to the chief executive officer by the Committee within the scope of its own authority; and

(3) Such other responsibilities as may from time to time be delegated to the Secretary, Financial Secretary or Secretary-Treasurer by the Committee within the scope of its own authority;

(b) To the Board through the Comptroller of the University for:-

The effective application within the administrative, financial and accounting functions of the principles, procedures and practices established from time to time by the Comptroller of the University.

3. Without limiting in any way the generality of the foregoing, the Comptroller of the University shall have the authority to examine and to investigate any documents, and books of account of whatever nature, or any other matter relating in any way to the administrative, financial and accounting functions of the subsidiary at any time, and the

Resolution
(Cont'd)

Comptroller shall be charged with the responsibility of supervising the exercise of such functions.

4. The Comptroller of the University is charged with the responsibility of promptly reporting to the Board any deviation whatsoever from the letter or intent of the instructions set forth herein and any case in which he is unable to carry out the instructions or of any interference with his carrying out the instructions.

5. In so far as any of the provisions of this Resolution conflict or are inconsistent with any by-laws of the Board, steps shall be taken at the next meeting of the Board to enact such amendments to the by-laws as may be necessary to give effect to the intent of this Resolution and this Resolution shall constitute notice of the intention of members of the Board to introduce matters involving the alteration or repeal of existing by-laws, in order to give effect to the provisions of this Resolution.

6. "Subsidiary" in this Resolution shall include:

- (a) Connaught Medical Research Laboratories
- (b) The Frederick Harris Music Company Limited (Ontario)
- (c) The Frederick Harris Music Company Limited (England)
- (d) Hart House
- (e) Hart House Theatre
- (f) Insulin Committee
- (g) Royal Conservatory of Music of Toronto
- (h) Royal Ontario Museum
- (i) Students' Administrative Council
- (j) University of Toronto Athletic Association
- (k) University of Toronto Press

and any other organization, incorporated or unincorporated under the direct or indirect control of the Board which deals with moneys, securities for money or other property of any nature or kind whatsoever for which the Board is directly or indirectly accountable.

Authority
given to
take steps
to bring
about the
surrender
of the
Charter
of the
Conservatory

The Chairman explained the present corporate nature of the Conservatory and that this had led in a variety of ways to an "arms length" situation which had added, rightly or wrongly, to the practical difficulties of supervision.

Both the President and the Chairman are convinced that supervision and control would be much facilitated if the Conservatory stood in more direct relationship to the University as, for example, Connaught Laboratories or Hart House. It is therefore proposed to surrender the Charter of the Royal Conservatory of Music of Toronto.

Mr. Clarke hoped that for sentimental reasons this step was only being taken as a last resort.

It was moved by Mr. Gordon,
Seconded by Mr. Matthews,
And unanimously carried,

that By-Law IV, Section 15, of the General By-Laws of the Governors of the University be suspended, and that notice of motion be waived.

Upon motion of Mr. Osbourne,
Seconded by Mr. Kelly,
And unanimously carried,

IT WAS RESOLVED that authority be given to instruct the University Solicitor to take such steps as are necessary to bring about the surrender of the Charter of the Royal Conservatory of Music of Toronto at the earliest possible moment.

Suggestion
to separate
research
activities
and commercial
undertakings of
Connaught
Medical
Research
Laboratories

Arising out of the discussion of the control of subsidiaries, Mr. Walter Gordon expressed the opinion that the manufacturing and sales functions of the Connaught Medical Research Laboratories, as distinct from their research activities, could properly be considered as lying in the field of commercial business, and in his opinion the University might do well to consider an outright sale of these commercial functions of the Connaught Laboratories. The President suggested that it might be desirable to separate the research activities and the commercial undertakings of the Laboratories and to incorporate a company to handle the latter.

There was discussion of this matter but the Chairman pointed out that he felt that Mr. Gordon had not put the question with any intention of raising any issue at this moment or of obtaining either a single or a simple answer at this time.

Appoint-
ment of a
Special
Committee
to super-
vise the
financial
affairs
of the
Conservatory
until a
satisfactory
budget is
approved

The Chairman pointed out that, although authority had been given for the actions already taken in regard to controlling the financial affairs of the Conservatory, there remained the necessity of providing for the short term control of the financial functions of the Conservatory.

IT WAS MOVED, SECONDED AND RESOLVED that the Chairman, the President and the Chairman of the Board of Directors of the Conservatory, and the Vice-Chairman of the Board of Directors of the Conservatory, together with the Comptroller, be constituted as a committee to supervise the financial affairs of the Royal Conservatory of Music until a satisfactory budget is prepared and approved by the Board of Governors. This method of control by a special committee was obviously an emergency expedient but it might well have to continue in effect until some satisfactory solution of the financial difficulties of the Conservatory are found. It is certainly impossible to see at this moment where the additional \$75,000 indicated in the Comptroller's report is to be procured. It does appear that strict budget control will be necessary and probably for the next two or three years the expenditures of the Conservatory might well have to be substantially curtailed.

It was
agreed that
budgets of
all subsid-
iaries
should be
submitted
to the
Finance
Committee
of the
Board

After discussion it was agreed that the budgets of all subsidiaries should be submitted for examination to the Finance Committee of the Board of Governors as a preliminary to receiving final Board approval. While it is clear that there is no escape from the overall principle of budgetary control throughout all the subsidiaries and divisions, it is recognized that further consideration must be given to certain procedural changes as preliminary to any decision that such budget must be reviewed by the Finance Committee.

Financial statements of the University and of all subsidiaries to be presented at frequent intervals to the Board

The Board decided that financial statements of the University, as well as the internal operating statements of all subsidiaries, should be presented as a matter of routine procedure at frequent intervals to the Board, and that this matter would be discussed at a subsequent meeting at which a report from the Comptroller on this subject would be submitted.

Statement by the President

The President observed that the Board of Governors is ultimately responsible for all the activities of all parts of the University. The Board of Governors cannot discharge adequately that responsibility if, by any delegation of its authority to any subsidiary, its principal executive officers - the President and the Comptroller of the University - are unable to walk into any subsidiary, to investigate and to supervise generally the activities of that subsidiary. The Comptroller of the University is not a member of the committee of management of any subsidiary: he is invited to attend meetings of most of those committees. In the scheme of administration of subsidiaries, the President is a member of all committees of management of subsidiaries. His overall statutory responsibility, as "the chief executive officer" of the University in practice has been delimited by the establishment by the Board of Governors of committees of management of subsidiaries. In recognition of the status and function of the respective Chairmen of these committees, the President has not been free to deal directly with the staff of several of the subsidiaries.

Scope of the present audit relating to the University and subsidiaries

The Chairman raised the question as to the Board's understanding of the scope of the present audit relating to the University proper as well as to the conditions governing the audit of subsidiaries.

After discussion, IT WAS MOVED, SECONDED AND RESOLVED that the Chairman and the President should discuss with the auditors the whole question of the

scope of the audit and report at a subsequent meeting of the Board.

Date of
next
meeting

It was decided that the next regular meeting
of the Board will be held at 4 p.m. on Thursday, January 28, 1954.

*Invited
M.B.*

The meeting adjourned at 6:25 p. m.

Minutes confirmed.

January 28th 1954

H. Z. Phin

Chairman

E. H. Higginbotham

Secretary

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 28th, 1954, at 4 p. m.

Present -

The Chairman (Colonel Phillips)
The President
Mr. Osbourne
Dr. Sullivan
Mr. LaBine
Mr. Kelly
Dr. Johnson
Mr. Bryce
Hon. Mr. Justice Hope
Dr. Samuel

Dr. Tory
Mr. Gordon
Mr. Dalglish
Mr. Matthews
Mr. Duncan
Hon. Dr. Bruce
Mr. Burns
Mr. Vaughan
Mr. Ketchum
Mr. Clarke

Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary

Dr. Bissell, Vice-President, in attendance.

Minutes
confirmed

The minutes of the "Special Meeting" of the Board held on December 10th, 1953, were presented and -

Upon motion of Mr. Osbourne,
Seconded by Dr. Sullivan,
And unanimously carried,

were confirmed.

Leave
granted
to mem-
bers
absent
from
November
and
December
meetings

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY
CARRIED, leave was granted to the members absent from the following
meetings:-

(a) Regular meeting of November 26th, 1953:

Mr. Borden	Mr. Fennell
Mr. Clarke	Mr. Gordon
Mr. Dalglish	Rt. Hon. Vincent Massey
Mr. Duncan	Mr. LaBine

(b) "Special Meeting" of December 10th, 1953:

Mr. Borden	Mr. Ketchum
Mr. Duncan	Mr. LaBine
Mr. Fennell	Rt. Hon. Vincent Massey
Hon. Mr. Justice Hope	Dr. Sullivan
Dr. Johnson	Dr. Tory

Action on
resolution
for the
revision
of By-Laws
deferred

Action on the Resolution passed by the Board at its meeting held on Thursday, December 10th, 1953, in connection with the revision of By-Laws, was deferred until the next meeting of the Board.

Auditors'
Report to
the Chair-
man on
Financial
Statements
for year
ended June
30, 1953

The Auditors' Report to the Chairman on the Financial Statements for the year ended June 30th, 1953, was presented, and at the Chairman's request the Comptroller commented on the more important items referred to in the report. Special reference was made to the financial affairs of the Ontario College of Education, the details of which were not included in the University's financial statement. The Board approved of the Comptroller's suggestion that the University Auditors be asked to certify an annual statement of the financial affairs of the Ontario College of Education as prepared by the University in accordance with our records. The Chairman suggested that the members take their copies of the Auditors' Report with them and raise any questions in that regard which they may have at the next meeting of the Board.

Property
Committee
Report
No. 268

Property Committee Report Number 268 was presented and -

Upon motion of Mr. Vaughan,
Seconded by Mr. Clarke,
And unanimously carried,

was adopted as follows:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Monday, January 11th, 1954, at 4 p.m., at which the following were present:-

Mr. O. D. Vaughan
(in the Chair)

Mr. A. G. Rankin,
Comptroller

The President
Mr. Arthur Kelly

Mr. C. E. Higginbottom,
Secretary

Mr. W. H. Clarke

Mr. A. D. LePan,
Superintendent

Mr. C. F. W. Burns

The Secretary informed the Committee that Mr. Osbourne had started from Galt for the meeting but on account of the blizzard he had to turn back.

1. Report of previous meeting

The report of the previous meeting held on September 16th, 1953, which had been submitted to and approved by the Board of Governors on October 22nd, 1953 was -

Upon motion of the President,
Seconded by Mr. Kelly,
confirmed.

45 Walmer
Road -
Institute
of Child
Study

2. 45 Walmer Road - Institute of Child Study

Arising out of the previous report in connection with the University's application for the exclusion of the property at 45 Walmer Road from the provisions of the Zoning By-Law, your Committee was informed that this matter had been before the Ontario Municipal Board, which had reserved judgment in the case, and as yet no information had been received in this connection.

3. Varsity Appeal and Building Funds -

(a) City of Toronto Grant:

There was presented a copy of the following letter which the President had written to His Worship the Mayor of Toronto, requesting payment of \$1,000,000.00 in January or February, 1954, on account of the City's donation, and the balance of \$1,000,000.00 in January or February, 1955:-

University of Toronto
President's Office

Toronto 5,
Dec. 31, 1953

"His Worship the Mayor of Toronto,
City Hall,
Toronto 1, Ontario.

Your Worship:-

City of Toronto Grant of \$2,000,000.00 to the
University

Pursuant to my letter of January 13th, 1953, and your reply of January 23rd, 1953, I am requesting the payment of \$1,000,000 on account of the City's donation in January or February, 1954, in order that the University may carry out its building programme. I have in mind the stipulation that 'the University will not call on the City for any payment (of the grant) until it needs funds to carry out its building programme, and until it has used the monies contributed for the general purposes of the Varsity Appeal by the Provincial Government and by corporations and individuals'.

I hereby certify that the University has exhausted the monies contributed by the Provincial Government and by corporations and individuals to the Varsity Appeal, as shown by the attached statement.

In addition to the projects that have been completed or are under construction, we are now planning for the last building in our programme - an athletic and recreational building for women - which we hope will be started by 1955, and for which we will request the payment of the second instalment of the City's grant in January or February, 1955.

We of the University are indeed grateful to the City of Toronto for this generous grant.

Yours faithfully,

(Sgd) Sidney E. Smith
President"

University of Toronto
Building Programme

BUILDINGS COMPLETED

\$7,003,394

Wallberg Building
Burton Wing - Physics Building
Mechanical Building Addition
Archives Building
War Memorial
Flavelle House Alterations

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(Cont'd)

BUILDINGS NOW UNDER CONSTRUCTION

	Estimated Total Cost	Paid to Dec. 1, 1953	Balance yet to be paid (approx. 90% will be due in 1954)
Charles H. Best Institute	\$2,410,244	\$1,689,398	\$ 720,846
Library Addition	1,844,240	561,629	1,282,611
U.C. Men's Resi- dence	1,850,000	138,190	1,711,810
Central Power Plant	1,918,256	1,786,717	131,539
School of Nursing	794,556	750,738	43,818
	<u>\$8,817,296</u>	<u>\$4,926,672</u>	<u>\$3,890,624</u>

DEDUCT

Balance of Varsity Appeal Funds in hand	\$ 978,000	
Specific Funds received for above projects	<u>1,682,303</u>	<u>\$2,660,303</u>
		<u>\$1,230,321</u>

In this connection the President read the following reply from the Mayor's Office, stating that the matter is being placed before the Board of Control for attention:-

Mayor's Office
Toronto

"Sidney Smith, Esq., Q.C.,
M.A., LL.B., LL.D., D.C.L., F.R.S.C.,
President, University of Toronto,
University Grounds,
Toronto 5. January 6, 1954

Dear Dr. Smith:-

I am directed by His Worship the Mayor to acknowledge your communication of December 31st, with accompanying statement of your building programme, and making application for payment of \$1,000,000 on account of the City's grant to the University.

This matter is being placed before the Board of Control for attention.

Yours sincerely,
(Sgd) F. C. Hamilton,
Executive Assistant"

(b) Varsity Appeal and Building Funds 1945-1953:

The Comptroller presented a statement showing funds spent on or available for Construction projects, which after making provision for buildings in progress, and allowing an amount of \$1,400,000 for the proposed Women's Building, showed a total estimated cost of \$17,278,690., of which \$12,009,534 had been spent to December 29th, 1953, leaving a balance to be expended of \$5,269,156. There is at the present time an amount due from 'Varsity Appeal' subscribers of \$85,000.00, plus a further sum of \$2,000,000 receivable from the City. Taking into account building funds received and receivable, it is estimated that there will be an unexpended balance on hand of \$155,757.00 at the completion of the present programme, including the proposed Women's Building.

4. Women's Athletic Building

In connection with the proposed Women's Athletic Building adjoining 84 Queen's Park (Falconer House), your Committee gave consideration to the sketch plans submitted by the Architects, Messrs. Fleury and Arthur. The Committee discussed the matter at length, and as there appeared to be some objection to the very modern design, your Committee recommends -

Upon motion of Mr. Burns,

Seconded by Mr. Clarke,

that authority be given to request the Architects to re-arrange the elevations and submit something not quite as 'Modern'. Your Committee further recommends that the Architects give consideration to the possibility of planning for the construction of the building North and South, possibly using some of the property at the rear of 78 Queen's Park (Flavelle House) or 86 Queen's Park (President's House), thereby avoiding the necessity of encroaching on the valley and interfering with the present landscape. Favourable comment was made in connection with the new Gymnasium Building at the University of British Columbia, and it was suggested that the Architects might obtain information regarding the same.

5. Dental Building

The President informed your Committee that Mr. G. E. Gathercole, Provincial Economist in the Provincial Treasurer's Department, had called at his office on December 30th and informed him that the Ontario Government was deeply concerned with the need for educating more dentists. He had in mind the figure of 120 dental graduates a year as recommended by the Health Survey Committee of the Ontario Government. For the Session 1953-54 the registration in the First Predental Year at the University of Toronto had been limited to 70 students.

Mr. Gathercole, speaking on behalf of the Prime Minister, expressed the hope that the University could furnish an estimate of the capital cost of a new building, and also an estimate of the increase in the cost of current operation that would be involved in producing 120 dental graduates a year at the University. The President stated that he gathered from the conversation that the Provincial Government was prepared to pay for the capital and operational cost of the proposed increased accommodation and enrolment, and may seek comparable estimates from the University of Western Ontario.

Upon motion of Mr. Kelly,

Seconded by Mr. Burns,

your Committee recommends that the President, Dean Ellis, the Comptroller and the Superintendent be requested to collect material in connection with the enlargement of the Dental facilities and a larger enrolment, together with the possible acquisition of additional property and construction of a new building, for consideration by the Property Committee, who will then submit the same to members of the Provincial Government for their consideration.

6. David Dunlap Observatory - Interference with Operation

Your Committee was informed of the situation which had arisen due to the development of the area in the vicinity of the David Dunlap Observatory, in which the increased lighting had created difficulties in the operation of the telescope equipment at the Observatory. The President stated that Professor Heard had informed him that the situation was giving him and his colleagues much concern. The Committee discussed various aspects such as the acquisition of other property, the limitation of activities, and other possibilities, and while it was sympathetic to the problems which had arisen the Committee felt that the University was not in a position to acquire any adjoining property.

The planning commissions of the Townships adjacent to the David Dunlap Observatory were informed by Dr. Heard of the problems facing the Observatory as a result of the development of adjacent properties. Their co-operation was solicited but little hope is held

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(Cont'd)

for any constructive action on their part.

Upon motion of Mr. Kelly,

Seconded by Mr. Clarke,

your Committee recommends that the Ontario Government be informed of the impairment of the facilities of the Observatory consequent to the development of the surrounding areas and that such development may result in the necessity of moving the Observatory.

7. Municipal Zoning By-Laws

Your Committee wishes to bring to the attention of the Board the desirability of having an amendment to the University of Toronto Act which would exclude University properties from Municipal Zoning By-Laws.

8. Hoskin Avenue - Pedestrian Crossing Hazards

(a) Appeal to the City for Speed Limit:

In connection with the increasingly heavy motor traffic travelling at high speed on Hoskin Avenue, which is aggravating an already serious hazard to the lives of staff members and students at the University, the Comptroller wrote the Hon. George H. Doucett, Ontario Minister of Highways, suggesting that consideration be given to a speed limit of 20 miles per hour, and in reply the following letter was received from the Motor Vehicles Branch of the Department of Highways:-

Ontario
Motor Vehicles Branch
Department of Highways

Toronto 2,
Dec. 17, 1953

"Mr. A. G. Rankin,
Comptroller,
University of Toronto,
Toronto 5, Ont.

Dear Sir:-

This is to acknowledge receipt of your letter of the 9th instant addressed to the Hon. Mr. Doucett with reference to traffic conditions on Hoskin Avenue in the City of Toronto.

Replying to the last paragraph of your letter permit me to state that an amendment to the Highway Traffic Act authorizing municipalities to prescribe varying speed limits, would be required to accomplish the purpose to which you refer.

Your letter will be kept before us for consideration when next amendments to the Act are being recommended.

Yours very truly,
(Sgd) J.P. Bickell
Registrar of Motor Vehicles"

(b) Flashing Lights:

There was presented to the Committee the following letter from Miss Marion B. Ferguson, Dean of Women, to the Principal of University College, in connection with the flashing lights on Hoskin Avenue:-

University College
University of Toronto

79 St. George St.
Toronto 5,
Dec. 22, 1953

"The Principal,
University College.

Dear Mr. Principal:-

I am writing to ask if representations can be made through the Superintendent's Office to the appropriate City authorities in regard to the nuisance quality at night of the flashing lights on Hoskin Avenue that mark

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(Cont'd)

a 'School' crossing at that point. The residents of Whitney Hall whose rooms face those lights are disturbed by this continuous flashing into their windows throughout the night and have requested me to ask whether they could be turned off during sleeping hours.

The lights were installed, I know, at the instigation of the University, to reduce the hazard encountered by students having to cross Hoskin Avenue between classes, but it would appear to us that at night when classes are over little purpose is served by the continuation of the lights throughout the night.

Yours sincerely,

(Sgd) Marion B. Ferguson,
Dean of Women"

Your Committee recommends that no action be taken and that Miss Ferguson be informed that every effort has been made and is being made to reduce the hazards in this area.

9. Gull Lake Survey Camp

A letter was presented from Professor W. M. Treadgold requesting that the University grant him an easement or right-of-way over University property at Gull Lake, in the Township of Lutterworth, extending from the north limit of Township Lot 9 to the property which he purchased in 1922. Professor Treadgold built a house on this property and has occupied it ever since in connection with the work of the Gull Lake Survey Camp, which he supervised for so many years.

10. Connection at Fifth Floor Level between the Banting Institute and Proposed Psychiatric Hospital

At the Province's request and with the concurrence of the Dean of Medicine, your Committee recommends that in connection with the proposed erection by the Ontario Government of a new Psychiatric Hospital on the property at 88 College Street, at Elizabeth Street, and in view of the relationship between the Hospital and the University department, the Board of Governors gave authority for a connection at fifth floor level between the Banting Institute and the proposed Psychiatric Hospital, subject to the approval by the University of the proposed plans.

11. Library Stacks

Your Committee was informed that under the General Construction Contract for the Extension to the Main Library, Book Stacks and Study Carrels, the sum of \$180,000.00 had been appropriated for the purpose of providing the stack room equipment and some incidental work, the cost of the items being estimated as follows:-

Moving Books to new stacks	\$ 6,000.00
New catalogue	6,000.00
Alterations in former Women's Reading Room	8,000.00
Electrical installations on stacks	5,100.00
Estimated Architects' Fees	9,600.00
	<u>\$ 34,700.00</u>
Balance available for stacks, carrels, etc.	145,300.00
	<u>\$180,000.00</u>

A report has now been received from the Superintendent stating that due to favourable tenders the entire stack and shelving requirements of the Library can be obtained within the funds available and indeed at a saving of \$9,571.00.

Your Committee concurs in the recommendation of the Architects, and recommends to the Board, that we complete the installation of Stacks, Carrels, and Reference Shelves, and award the contract to the Hamilton Manufacturing Company, Two Rivers, Wisconsin, in the amount of - \$136,829.30

To which must be added the following items:

Electrical Installation on Stacks	5,100.00
Architects' Fees	8,500.00
Moving books into new Stacks	6,000.00
Preparing new catalogue	6,000.00
Alterations in former Women's Reading Room	8,000.00
	<u>\$170,429.30</u>

Property
Committee
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(Cont'd)

12. Progress Report on Acquisition of Property -

(a) 65 St. George Street:

In connection with the proposed purchase of the property at 65 St. George Street by the University, your Committee was informed that Mr. Poucher of the National Trust Company was inspecting the premises and that a report would be made in the near future.

(b) Orde Street Properties:

Your Committee was informed that an option on one of the three properties had been acquired at a reasonable price (\$16,000) and that negotiations were still underway regarding the others.

13. Reports on Construction

A report was presented on the following construction projects:-

(a) School of Nursing:

This building is completed, furnished and fully occupied.

(b) Charles H. Best Institute:

This building is now structurally complete including internal partitions, plastering, etc. Acoustical work is complete and the elevators are in operation.

(c) Extension to the Library:

Good progress is being made on this building. Concrete superstructure completed. Stonework well advanced. Window sash installed and glass in place on the Stack floors. Anticipated date of completion for the building is September 15th, 1954.

(d) University College Men's Residence:

Good progress is being made on this building. The mass excavation, footing and concrete foundations are completed, and the walls are poured to the ground floor level. The first floor slab of the Residence section has all the steel joists and metal plans erected. Brickwork, and mechanical and electrical work are proceeding satisfactorily. While it is too early to set a completion date, every effort is being made to have the Residence Section ready for occupancy for the opening of the Fall Term in 1954.

(e) Connaught Medical Research Laboratories - Dufferin Division:

1. Sewage Treatment Plant and Trunk Sewer:

The trunk sewer is almost completed. The sewage treatment plant is well advanced. Provided there is no delay in the delivery of the sewage pumps and trickling filter, the work should be completed by the end of February 1954.

2. Animal Virus Research Building:

Good progress is being made on this building; 50% of the exterior brickwork is completed; the heating tunnel is 65% completed, and plumbing drains have all been installed. The anticipated completion date is February 28th, 1954.

3. Blood Fractionation Building:

The footings and foundation walls are in place, brickwork on the north half of the building is up to the ceiling level, the oil tank has been installed and backfill completed. The Contractor states he will have the north portion ready for occupancy by February 15th, and while this is considered unduly optimistic, every effort is being exerted to have the Contractor meet this objective.

(f) Windows - Royal Ontario Museum:

Excellent progress has been made. The exterior work is practically completed; the interior work is about 40% done. The work should be all completed by February 15th, 1954.

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(Cont'd)

14. Contracts Awarded

Your Committee recommends to the Board for confirmation the following contracts issued since the last meeting:-

(a) Central Power Plant:

<u>Item</u>	<u>Awarded to</u>	<u>Amount</u>
<u>Electrical Distribution</u>		
Relay changes, Mechanical Building Station	Canadian General Electric Co. Ltd.	\$ 169.20
Central Station Switch-gear	do.	8,074.00
<u>Power Distribution and D.C. Conversion</u>		
U.C. Men's Residence	Canadian Comstock Co.	22,500.00

(b) 25 - 60 cycle Power Conversion for which contracts have been awarded and for which the Hydro-Electric Power Commission of Ontario is financially responsible:

<u>Block</u>	<u>Block</u>	<u>Amount</u>
1	Physics (McLennan Laboratory, Press, Forestry, Baldwin House)	\$ 17,200.00
Supplementary	-	3,449.81
1 A	Chemical (Wallberg, Chemistry, Press)	50,902.00
2	Mechanical (Mechanical and Engineering Buildings)	24,786.00
3	Electrical (Electrical, Mining, Mill)	6,257.35
4	Hygiene Building	23,293.00
4 A	Medical (Medical, Anatomy, Biology, Botany)	12,739.00
23	Dental Building	12,988.45
24	Ontario College of Education and U.T.S.	6,487.65
Supplementary	-	351.56
25	96-104 St. George St.	2,093.38
26	45 Walmer Road	1,152.78

The above does not include reimbursement by Hydro for surveys and engineering which amount to

-	11,230.75
Total	<u>\$172,931.73</u>

15. Power Conversion and Distribution Costs

The following figures were presented by the Comptroller with respect to the conversion and distribution costs which are not recoverable from the Hydro-Electric Power Commission of Ontario:-

	<u>As of Dec. 31, 1953</u>
Total estimated costs	\$770,000.00
Appropriations provided to date	425,000.00
Sums committed to date	249,000.00
Sum actually expended	115,583.00

16. Claims for Fire Losses

Your Committee was informed of the following claims for Fire Losses during the calendar year 1953, totalling \$1,644.19:-

(a) Mining Building	Jan. 6, 1953	\$1,229.00
(b) Bookstore	Feb. 24, 1953	78.65
(c) 5 Willcocks St.	July 4, 1953	251.68
(d) Whitney Hall	Sept. 30, 1953	84.86
	Total	<u>\$1,644.19</u>

Your Committee was also informed of the unfortunate fire which occurred at 88 College Street where cancer research is being conducted by Dr. W. R. Franks, when several thousand mice were destroyed. The University is covered by insurance but the President informed the Committee of the consequent retardation of this research project.

The meeting adjourned at 6:20 p. m.

Property
Committee
Report
(Cont'd)

Following the meeting held on Monday, January 11, 1954, at 4 p.m. in the Board Room, Simcoe Hall, your Committee reports that it held a subsequent meeting on Tuesday, January 19th, 1954, at 12:30 p.m. in the North Common Room, Hart House, to discuss with Dean R. G. Ellis and representatives of the Faculty of Dentistry the requirements necessary to provide facilities which would enable the Faculty to increase the number of graduate dentists.

The following were present at the meeting:-

Mr. O. D. Vaughan
(in the Chair)
The President
The Chancellor
Mr. C. F. W. Burns
Mr. W. H. Clarke

From the Faculty of Dentistry:
Dean R. G. Ellis
Dr. C. H. M. Williams
Dr. W. J. Ross
Dr. R. J. Godfrey

Dr. C. T. Bissell,
Vice-President
Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary
Mr. A. D. LePan,
Superintendent

The President reviewed the accommodation for the Faculty of Dentistry and the representations which had been made on their behalf for additional facilities, and stated that he appreciated the attitude of the members of the Faculty of Dentistry and of the Dental profession when it was realized that there would not be funds available for the erection of a new Dental Building from the proceeds of the 'Varsity Appeal'. The Dental profession were most generous in their support of the 'Varsity Appeal'.

The President also informed your Committee of the recommendation of the Health Survey Committee for the Province of Ontario for 120 dental graduates per annum instead of approximately 75 at the present time.

Dean Ellis presented a very comprehensive report on the need for a new building and improved equipment and facilities, as follows:-

UNIVERSITY OF TORONTO
Faculty of Dentistry

DENTAL BUILDING

Historical

The Dental building at 230 College Street was erected by the Dental profession in 1909. The original building was designed for classes of 40 students. In 1920 an addition to the building increased the capacity to classes of 60 students. During the twenty-five year period (1924-49) an average of 56 students graduated each year. Today, the optimum capacity is 60-65 students, but the 1953-54 classes average 76 students. The need for enlarged and up-to-date accommodation for dentistry was outlined in a report prepared for the Board of Directors of the Royal College of Dental Surgeons in 1944. On May 3, 1945, a Committee from the Faculty and the profession met with the Property Committee of the Board of Governors of the University to discuss the needs of dental education. In some of the initial publicity used in the Varsity Appeal of 1948 the needs of dentistry were recognized, but subsequently funds were insufficient and the project was set aside. A request has now come from the Ontario Government for information relative to these needs and the approximate cost of the same.

Property
Committee
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(Cont'd)

Present Building

The Dental building at 230 College Street has approximately 55,000 square feet of floor space. In this building the following courses are given:

- (1) Dental Course: capacity 60-65 students in a class - today's classes average 76 (four-year course)
- (2) Dental Hygiene: capacity 10 students in a class (two-year course)
- (3) Dental Nursing: capacity 25 students in a class (one-year course)
- (4) Courses for graduates: capacity 20 students (full time) a year, in one-year and two-year courses of various kinds
- (5) Refresher courses for graduates: capacity 100 students a year (in one-week courses)
- (6) Research programme.

Ontario's Needs

These have been studied and include:

- (1) 120-125 dental graduates a year
- (2) 30-35 dental hygienists a year
- (3) 50 dental nurses a year
- (4) A group of specialists each year
- (5) Capacity for 300-400 dentists in one-week refresher courses
- (6) Greatly increased space for an expanding research programme

Teaching staff, clinical material and applicants for the courses would appear to be in abundant supply.

Building Requirements

A building plan prepared by the staff of the Faculty of Dentistry in 1950 would meet these Ontario requirements. The following are the estimates of requirements for the new building:-

- Gross floor area - 122,000 square feet
Cubic measure - 1,403,000 cubic feet (based on floor to floor height of 11' 6" - ceiling height of 10')

Location of Building

A new building should be located:

- (1) Within reasonable walking distance of the medical school (biological sciences)
- (2) Within very close proximity to the main teaching hospitals (particularly the Hospital for Sick Children)
- (3) Close to a street car line or public transportation service (to serve the Clinic).

Size of Lot Required

While the size of the lot required for such a building is flexible - it is desirable to keep the height of the building within reason, and the main clinic on one floor. With these two points in mind it is suggested that the land should be approximately 275' x 200'.

Cost of Equipment

A survey late in 1951 of eight then recently completed dental schools in the United States revealed that the ratio of cost of equipment to total cost of the overall project was 31.8%. From a limited study of our needs we believe this to be a satisfactory basis for estimation of the cost of equipment.

On the basis of a building costing \$2,300,000, the equipment cost would be \$723,270.

Why a New Building?

A new dental building is urgently needed for the following reasons:

- (1) To provide Ontario with an adequate supply of dental health personnel
- (2) The building at 230 College Street is out-moded. The concept of dental education has changed markedly since the building was erected 44 years ago. The emphasis on the technical aspects in first and second decades of this century has given way to emphasis on the biological aspects today, and the resultant provision of a more complete health service by members of the dental profession.

Property
Committee
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(Cont'd)

- e.g:
- (3) The present building is hopeless functionally.
 - (a) Second Year preclinical laboratories are located on the 4th Floor and in the Basement. These could be combined in a new building.
 - (b) Because of the location of the main clinic on the Third Floor, patients and staff waste much time, and without an elevator elderly or sick patients are greatly inconvenienced.
 - (4) The present building is too far removed from the teaching hospitals.
 - (5) As a health personnel training centre the present building does not begin to meet the requirements of cleanliness. The type of construction used in the building does not compare favourably with present day methods and materials in respect to maintenance of cleanliness.
 - (6) The acoustics in the lecture rooms are bad.
 - (7) Lighting in the laboratories is insufficient for fine detail.
 - (8) It is doubtful whether the building meets the most rudimentary health regulations for a public building. This is a sad commentary on a building providing a public health service.
 - (9) Many more reasons might be given why a new dental building is urgently needed.

We summarize with a quotation from the Varsity Graduate, June 1948, in which Gregory Clark wrote of the Dental Building: "The College today is too small, it is the wrong shape and it is in the wrong place".

Prepared by Roy G. Ellis

January 19th, 1954

The Chairman then called on the representatives from the Faculty of Dentistry for any suggestions which they might have.

Dr. C. H. M. Williams, Associate Professor of Periodontology, stated that if they had improved facilities it would provide an opportunity for them to consider changes in the practice and methods of teaching, and promote research.

Dr. W. J. Ross, Director of the Clinic, stated that it was desirable that additional facilities be made available for the increased number of patients who attend the Dental Clinic.

Dr. R. J. Godfrey, Head of the Department of Prosthodontics, stated that in his opinion, if the clinical facilities were improved, considerable advances could be made in the teaching and handling of students.

The following will be noted in connection with the proposed new building, as estimated by the Dean:-

On the basis of 1,403,000 cubic feet

@ \$1.70 per cubic foot	- \$2,385,100.00
Equipment	- 723,000.00
Total	- <u>\$3,108,100.00</u>

It was estimated that if a new building were erected to provide for 120 graduates a year at a cost of \$2,900,000 to \$3,000,000 it would involve a net increase of \$100,000 in the operating costs of the Faculty of Dentistry, including building maintenance.

Dean Ellis stated that Mr. Gathercole of the Provincial Treasurer's Department was desirous of having by the end of the week, January 23rd, whatever information is available. It was suggested under the guidance of the President a statement be prepared for presentation to Mr. Gathercole.

Dean Ellis expressed to the Committee the appreciation of himself and the members of his staff for the opportunity of presenting the needs of the Faculty of Dentistry to the Property Committee.

The meeting adjourned at 2:20 p.m.

All of which is respectfully submitted.

(Sgd) O. D. Vaughan
Chairman of Committee

(Sgd) C. E. Higginbottom
Secretary"

January 11th and 19th, 1954.

In considering the Property Committee report
action was taken as follows:-

45 Walmer
Rd. -
Institute
of Child
Study

Clause 2 - 45 Walmer Road - Institute of Child Study

Mr. Vaughan informed the meeting of the announcement in the Press on Tuesday, January 26th, of the decision of the Ontario Municipal Board to exempt entirely from the Zoning By-Law the Institute of Child Study at 45 Walmer Road.

Varsity
Appeal -
City of
Toronto
Grant

Clause 3 - Varsity Appeal and Building Funds

(a) City of Toronto Grant -

The President informed the Board that he had received two letters from Mr. G. A. Weale, City Clerk, dated January 8th and 13th, 1954, the latter of which contained the information that there would be no unnecessary delay in endeavouring to carry out the University's request for payment of \$1,000,000.00.

Women's
Athletic
Building

Clause 4 - Women's Athletic Building

Regarding the possibility of using some of the property at the rear of the other houses on Queen's Park, the Bursar informed the Chairman of the terms of the agreement of October 30th, 1933, with Trinity College, which contained the following clause:-

"The Governors hereby covenant to and with Trinity College that they will not erect any buildings on Hoskin Avenue or on the western boundary of their lands immediately adjoining the eastern boundary of the lands assigned to Trinity College as aforesaid within sixty-six feet (66') of the said western boundary, and that a right of way and of ingress and egress for pedestrian traffic be and the same is hereby granted to Trinity College along the pathway of at least six feet (6') in width which the Governors hereby covenant to continue to maintain from Hoskin Avenue to Bloor Street without expense to Trinity College."

Gull Lake
Survey
Camp

Clause 9 - Gull Lake Survey Camp

In connection with the request of Professor W. M. Treadgold for an easement or right of way over University property at Gull Lake to his own property, it was the consensus of the meeting that as long as Professor Treadgold and his associates used the road for the purpose for which it is now being used they are welcome to do so. But the University would be reluctant to make any legal agreement giving right of way as it was possible that property adjacent to the University property might fall into the hands of persons who could produce an embarrassing situation.

Additional
accommoda-
tion for
Faculty of
Dentistry

The Board was informed that in connection with the consideration given at the meetings of the Property Committee to the possibility of providing additional facilities for the Faculty of Dentistry, a report had been prepared by Dean Ellis for Mr. G. E. Gathercole, Provincial Economist in the Provincial Treasurer's Department. The Chairman stated that he had discussed the matter with Premier Frost that day, and that the latter had intimated that Toronto would be the place to make provision for increased facilities for Dental education, and that he hoped provision could be made to increase the number of graduates from approximately 70 per session to at least a total of 120 in the immediate future. The Chairman stated that the

Additional
accommoda-
tion for
Faculty of
Dentistry
(Cont'd)

Premier is opposed to the erection of a complete new Dental building on another site. The Government will put us in funds to the extent of \$1,000,000.00 this current year and, provided the Premier agrees with our overall estimate of the finished building and equipment, the additional funds in the next year. The Chairman suggested that a study be made of the ground plan and that land be acquired for this purpose.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board approved of the acceptance in principle of this proposal and gave authority for the appointment of Messrs. Allward and Gouinlock as Architects, with whom the Chairman had discussed the matter and who were prepared to start immediately on plans for an addition to or a building adjoining the present building on the corner of College and Huron Streets.

Finance
Committee
Report
No. 189

Finance Committee Report Number 189 was presented as follows:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting at the Toronto Club on Monday, January 25th, 1954, at 12:30 p.m., at which the following were present:-

Mr. Walter L. Gordon
(in the Chair)

The President

Mr. W. A. Osbourne

Mr. N. C. Urquhart

Mr. C. F. W. Burns

Dr. C. T. Bissell,
Vice-President

Mr. A. G. Rankin,
Comptroller

Mr. C. E. Higginbottom,
Secretary

1. Confirmation of Investment Transactions not previously approved

In accordance with the procedure authorized by the Board in connection with the investment of funds, your Committee reports the following investment transactions to the Board and recommends confirmation of the same:-

(a) Purchased for -

Trust Endowment:

\$ 60,000	4%	Province of Ontario	due Jan. 1, 1968 @ \$ 99.75
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Insulin Committee:

\$ 35,000	4%	Canada Permanent Mortgage	due Jan. 5, 1957 @ par
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Trust Pool:

\$125,000	4 $\frac{3}{4}$ %	General Motors Acceptance	due Dec. 15, 1969 @ par
25,000	4 $\frac{3}{4}$ %	British Columbia Electric	due Feb. 1, 1979 @ \$ 99 $\frac{1}{2}$

Finance
Committee
Report
(Cont'd)

(b) Sold for -

<u>Trust Pool:</u>					
\$114,500	5%	Canadian National Railways	due Feb. 1, 1954	@ \$100.12	
25,000	3%	Dominion of Canada	due Sept. 1, 1961-66	@ \$ 94	
<u>Trust Endowment:</u>					
\$ 44,000	5%	Canadian National Railways	due Feb. 1, 1954	@ \$100.12	
909,300	3%	Dominion of Canada	due Nov. 1, 1953-56	@ \$ 99.80	
412,600	3%	do.	due June 1, 1957-60	@ \$ 96.375	
290,000	3%	do.	due May 1, 1954-57	@ \$ 98.25	
60,000	4%	Province of Ontario	due Dec. 15, 1961	@ par and one-half	

(c) Change in Allocation of Investments:

<u>From General Endowment to -</u>					
<u>Sinking Fund:</u>					
\$ 37,000	4½%	Hydro-Electric Power Commission	due July 15, 1969	@ \$ 99.25	
<u>Trust Pool:</u>					
\$ 8,000	4½%	do.	due July 15, 1969	@ \$ 99.25	

2. Allocation of Liability Insurance Charges

Your Committee was informed that a Comprehensive Liability Insurance Policy had been taken out by the University and a proposed distribution of premium charges was submitted for its consideration. Your Committee recommends the allocation of Liability Insurance charges as follows:-

	Annual Charges Prior to New Policy	Comprehensive Liability Insurance Proposed Allocation of Charges Percentage of Public Liability#	Annual Charges	3 Year Premium
<u>Operating Units:</u>				
Connaught Labora- tories	\$1,166.66	16%	\$1,000.00	\$ 3,000.00
Products Liability			1,008.33	3,025.00
Athletic Association	656.29	29	1,812.50	5,437.50
Royal Conservatory of Music	166.67	6	375.00	1,125.00
Hart House		4	250.00	750.00
Ontario College of Education		4	250.00	750.00
U.C. Women's Resi- dences and Union		4	250.00	750.00
University of Toronto Press		3	187.50	562.50
University Health Service		3	187.50	562.50
Hart House Theatre		2	125.00	375.00
University and U.C. Men's Residences		1	62.50	187.50
Sub Total	<u>\$1,989.62</u>	<u>72</u>	<u>\$5,508.33</u>	<u>\$16,525.00</u>
<u>Regular Budget:</u>				
University General	\$ 33.34	18	\$1,125.00	\$ 3,375.00
Royal Ontario Museum		10	625.00	1,875.00
Sub Total	<u>\$ 33.34</u>	<u>28</u>	<u>\$1,750.00</u>	<u>\$ 5,250.00</u>
Total	<u>\$2,022.96</u>	<u>100</u>	<u>\$7,258.33</u>	<u>\$21,775.00</u>

Note: # Only the Public Liability premium has been allocated amongst the various participating units; the full amount of the Products Liability being charged to Connaught Laboratories.

Finance
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Report
(Cont'd)

3. Power Conversion and Distribution

In connection with the Power Conversion and Distribution the following information as at December 31st, 1953, was presented, and your Committee transmits the same to the Board:-

A. Total Cost of Project as estimated
by Consulting Engineers and
accepted by the Board -

(1) Primary cable, transformers and switch gear	\$401,000	
(2) Permanent D.C. Supply	50,000	
(3) Secondary Connections	141,000	
(4) D.C. Motor Conversions	133,000	
(5) Survey and Miscellaneous	<u>10,000</u>	<u>\$735,000</u>

B. Funds appropriated to date by
charges to Annual Operations -

From fiscal year 1951-52	\$ 75,000	
From fiscal year 1952-53	<u>350,000</u>	<u>\$425,000</u>

C. Funds committed to date (of which
\$116,172 has been paid)

\$249,000

D. Superintendent's Estimate of
Additional Commitments -

(1) Required in 1953-54 fiscal year	\$ 52,000
(2) Required in 1954-55 fiscal year	<u>\$121,000</u>

4. Target Budget for 1954-1955

1. The target budget for 1954-55 which will be presented to the Board for consideration shows an indicated deficit of \$231,306 over and above the annual Provincial Grant of \$4,700,000. The following summary shows a comparison of the expenditures and revenues within the last three years:-

	1951-52 Actual	1952-53 Actual	1953-54 Budget	1954-55 Target Budget
Enrolment	<u>10,412</u>	<u>10,043</u>	<u>9,781</u>	<u>9,582</u>
Expenditures	\$ <u>10,081</u>	\$ <u>10,373</u>	\$ <u>10,368</u>	\$ <u>10,661</u>
Income	<u>4,790</u>	<u>4,697</u>	<u>4,703</u>	<u>4,764</u>
Balance to be covered by grants	\$ <u>5,291</u>	\$ <u>5,676</u>	\$ <u>5,665</u>	\$ <u>5,896</u>
Federal Grant	\$ 937	\$ 942	\$ 965	\$ 965
Provincial Grant	4,250	4,702	4,700	4,700
Special	<u>5,187</u>	<u>181</u>	<u>5,665</u>	<u>5,665</u>
Surplus or deficit	\$103,817-	\$149,723	-	\$231,306-
Special reserves provided for in expenditures	<u>181,115</u>	<u>576,000</u>	<u>84,413</u>	-
	<u>\$ 77,298</u>	<u>\$725,723</u>	<u>\$ 84,413</u>	<u>\$231,306-</u>

2. It will be seen that the increase in net expenditures for 1954-55 is \$231,306 to which should be added the special reserve of \$84,413 provided for in the current year's budget, or a total of \$315,719. The main items accounting for this increase are the following:-

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New Faculty of Pharmacy	\$115,399	
Less:		
Increased Fees	<u>65,938</u>	\$ 49,461
Additional allowance for Laboratory supplies and equipment		24,450
Library operating expenses (not including maintenance)		50,000
Increase in administrative expenses		27,900
Increase in building and Superintendent's expenses (net)		32,700
Provision for salary increases -		
Academic	\$ 63,600	
Non-academic	<u>70,000</u>	133,600
Reduction in fee income (net)		90,222
Reduction in special grants, etc. (net)		<u>14,340</u>
		\$422,673
Deduct:		
Decreases in academic budgets	\$ 94,170	
Decrease in provision for pensions	<u>38,800</u>	132,970
		\$289,703
Miscellaneous items (net)		<u>26,016</u>
		<u>\$315,719</u>

Details of these increases and decreases were submitted to the Finance Committee.

3. The papers in the folders include the proposed target budget for 1954-55 (Appendix A) and comparisons of the administrative expenses, miscellaneous expenses and grants to ancillary bodies, all of which are drawn to the attention of the members of the Board.

4. The Board will appreciate that the expenditures are largely comprised of salaries. The salary scales were reviewed in some detail a year ago when the increases effective July 1, 1953, were approved. (Reference is made later in this report to a recent submission by the teaching staff on this subject).

Attached hereto is a summary of the number of persons on the academic and administrative staffs in each of the past three years which is condensed hereunder:

	<u>1950-51</u>	<u>1951-52</u>	<u>1952-53</u>	1953 - Exclud- ing Pharmacy and Child Study	1954 Includ- ing Pharmacy and Child Study
Enrolment (excluding Pharmacy and Child Study)	11,355	9,966	9,588	9,433	9,781
Academic -					
Teaching Staff					
full time	500	478	506	540	567
Teaching staff					
part time	815	854	859	849	868
	<u>1,315</u>	<u>1,332</u>	<u>1,365</u>	<u>1,389</u>	<u>1,435</u>
Non-teaching staff -					
clerical	229	229	241	244	259
technical	245	249	241	241	241
	<u>1,789</u>	<u>1,810</u>	<u>1,847</u>	<u>1,874</u>	<u>1,935</u>
Administrative	<u>112</u>	<u>108</u>	<u>106</u>	<u>103</u>	<u>103</u>
	<u>1,901</u>	<u>1,918</u>	<u>1,953</u>	<u>1,977</u>	<u>2,038</u>

Finance
Committee
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(Cont'd)

Quite obviously it is not possible to reduce the number of the teaching staff in proportion to the reduction in enrolment. It will be noted, however, that the numbers have been increasing and a study of the detailed statement (Appendix B) in the folder shows that there has been some up-grading, e.g., increases in the number of full Professors and Associate Professors.

5. Last spring when Connaught Laboratories raised the question of a pension plan for the Connaught Staff, the Board was informed of the numbers of people employed by the University who were not eligible for pensions under either of the present plans. Connaught are now proceeding to develop a separate pension plan for their employees and Mr. Coburn has been retained by the University to estimate the cost of including all employees in one or other of the existing pension plans. Mr. Coburn's report should be completed within a month and will then be submitted to the Board for consideration. If it is decided to provide pensions for the staff who are not presently covered, the additional cost thereof will have to be provided for in the final budget which is not usually presented to the Board until some time in May.

6. The Board will recall that the estimated cost of the power conversion project is	-	\$735,000
Appropriations were made towards this expenditure in the financial statements for 1951-52 and 1952-53 amounting in the aggregate to	-	<u>425,000</u>
No provision is included in the present target budget for the balance of	-	<u>\$310,000</u>

In the opinion of your Committee, the power conversion project should be considered as a capital item and it is hoped that the Chairman of the Board will be successful in obtaining a special grant to finance it.

7. After careful consideration your Committee decided to submit the target budget for 1954-55 to the Board as presently prepared, which shows an anticipated deficit of \$231,306 over and above the amount of the Federal and Provincial grants. In doing so, your Committee wishes to point out that the amount of this deficit will in all probability be increased before the final budget is prepared in order to provide for two items which cannot be estimated at the present time, viz:-

- (a) Pensions for the members of the staff who are not presently covered by either of the existing plans; and
- (b) The net cost of operating the new University College Men's Residence until such time as it can be placed on a self-supporting basis.

5. Royal Conservatory of Music of Toronto

Your Committee recommends that the operating losses incurred by the Royal Conservatory of Music for -

1951-52	-	\$13,000
1952-53	-	<u>20,409</u>
		<u>\$33,409</u>

be charged against the surplus of \$46,075 carried forward by the University at June 30th, 1953.

6. Staff Report

The President presented a salary memorandum which had been prepared by the Committee Representing the Teaching Staff of the University of Toronto, dated November 1953, together with comments on the same prepared by the Chief Accountant. (See Appendix C and Appendix D).

The meeting adjourned at 2:30 p.m.

All of which is respectfully submitted.

(Sgd) Walter L. Gordon
Chairman of Committee

(Sgd) C. E. Higginbottom
Secretary"

January 25th, 1954

In considering the Finance Committee report
action was taken as follows:-

Target
Budget
for
1954-55

Clause 4 - Target Budget for 1954-55

Upon motion of Mr. Gordon,
Seconded by Mr. Burns,
And unanimously carried,
the Target Budget for 1954-55 was approved.

Operating
Losses -
Royal Con-
servatory
of Music

Clause 5 - Royal Conservatory of Music of Toronto

Upon motion of Mr. Gordon,
Seconded by Mr. Burns,
And unanimously carried,
the Board approved the proposal that the operating losses incur-
red by the Conservatory, totalling \$33,409.00, being charged
against the surplus of \$46,075 carried forward by the University
at June 30th, 1953.

Staff Report

Clause 6 - Staff Report

The Chairman suggested that the members take copies
of the Staff Report with them, and any matters which might arise
therefrom could be discussed at the next meeting of the Board.

At the request of Mr. Gordon the President stated
that he would obtain information regarding those members of the
staff who might be engaged in employment outside the University
during the session and during vacation periods.

Approval of
Finance
Committee
Report

Upon motion of Mr. Gordon,
Seconded by Mr. Burns,
And unanimously carried,

Finance Committee Report Number 189 was approved.

The Chairman expressed the appreciation of
the Board to Mr. Gordon and the members of his Committee for their
efforts in the preparation of the Target Budget for 1954-55.

Institute
of Child
Study
Annex

Consideration of construction of Annex,
Institute of Child Study, was deferred.

Letter from
Legal Edu-
cation
Committee
and reply
thereto

There was presented to the meeting a letter
from the Legal Education Committee of the Law Club of the School of
Law, University of Toronto, in connection with the controversy with
the Law Society of Upper Canada, and this was referred to the Presi-
dent and Mr. Matthews for a reply, which is set out hereunder:-

UNIVERSITY OF TORONTO
President's Office

"Mr. R. A. F. Montgomery,
Legal Education Committee of
the Law Club,
School of Law,
University of Toronto.

Dear Mr. Montgomery:-

Your letter relating to the recognition
accorded by the Law Society of Upper Canada to the degree course
offered in the School of Law of the University of Toronto was
presented to the Board of Governors at its meeting held on Thurs-
day, January 28th, 1954.

Legal Edu-
cation
Committee
(Cont'd)

After careful consideration of it, I was instructed to inform you that representations have been made over a period of years on behalf of the University of Toronto to the Premier and the Attorney-General of Ontario asking for a more equitable recognition of graduates of the University of Toronto School of Law. The representations in that regard have been unsuccessful.

The view was expressed at the meeting of the Board that the present time is not the best occasion to renew the request. However, I am able to assure you that the Board of Governors is deeply concerned about this matter, and is seeking, and will seek, every opportunity to attain the objectives so reasonably set forth in your communication and the accompanying article from The Varsity. As token of that intention, I am sending to you herewith a copy of my Annual Report, in which on pages 27 to 29 you will find a statement of the position of the University in this regard.

Yours faithfully,
(Sgd) Sidney Smith
President"

Confirma-
tion of
addition-
al funds
to the
Alumni
Associa-
tion

The Chairman informed the Board that under the authority given to him and the President he had undertaken, on behalf of the University, to provide certain additional funds to the University of Toronto Alumni Association as set out in his letter to Mrs. D. W. McGibbon, President of the Association, dated August 27th, 1953.

Upon motion of Mr. Osbourne,
Seconded by Mr. Clarke,
And unanimously carried,

the Board confirmed the Chairman's action as follows:-

- "(a) The Board of Governors are prepared to assist you in meeting your obligations as at June 30th, 1953, which you estimated to be in the neighbourhood of \$7,000.
- (b) In view of your present plans to carry on the functions of the central office in the name of the University of Toronto Alumni Association, the main activity of which would be to publish the University Bulletin, the Board is prepared to contribute towards the cost of the Bulletin up to a maximum of \$8,000 for the fiscal year ending June 30th, 1954; and
- (c) If results warrant, the Board authorizes the President and the Chairman to continue the financial support of the Bulletin for a further two year period in a sum not to exceed \$8,000 per annum."

Letter of
apprecia-
tion for
resolution
in respect
to Mr. Alfred
Rogers

The Chairman read a letter from Mr. Guy Rogers expressing the deep appreciation of his mother and family for the resolution in connection with the passing of his father, Mr. Alfred Rogers.

ON MOTION DULY MADE, SECONDED AND
UNANIMOUSLY CARRIED, the following recommendations of the President were approved:-

Appoint-
ments(a) Appointments: - 1953-54:Faculty of Arts:

- J. A. Page - Demonstrator in Chemistry, Apr. 1 to June 30, 1954 \$300 a month
- S. Jones - Visiting Professor in French, Jan. 1 to May 31, 1954 \$3,500
- R. E. Deane - Assistant Professor in Geological Sciences, from July 1, 1954 \$6,000 a year

Philosophy:

- C. F. Poole) Assistants \$200
- C. J. Williams) \$200

Political Economy:

- G. E. Britnell - Harold Innis Visiting Professor, July 1, 1954 to June 30, 1955 \$9,200
- B. S. Keirstead - Professor, from July 1, 1954 \$7,800 a year

Zoology:

- R. W. McCauley - Demonstrator \$1,500
- Miss M. Needler - Class Assistant 250

Class Assistants:

- | | | | |
|--------------------|-------|---------------------|-----|
| C. A. Barlow | \$200 | G. F. Bennett | 200 |
| R. G. Christie | 200 | Miss I. McGibbon | 200 |
| Miss E. Cormack | 150 | I. Campbell | 150 |
| Miss M. Hearst | 150 | J. R. Miller | 150 |
| E. T. V. Pengelley | 150 | Miss G. Ruckerbauer | 150 |
| Miss J. Stenger | 150 | N. H. F. Watson | 150 |
| Miss M. Blair | 100 | Miss E. J. Spratt | 100 |
| Miss V. Jackson | 75 | | |

Faculty of Medicine:

- J. Clark - Senior Laboratory Assistant in Anatomy from July 1, 1953 \$2,648 a year
- Miss K. M. Yarrow - Secretary in Art as Applied to Medicine Jan. 1 to June 30, 1954 \$173.33 a month

Medicine:

- J. Morrow - Fellow, Sept. 1, 1953 to June 30, 1954 \$2,500
- Miss C. Mavor - Technician, Dec. 1, 1953 to June 30, 1954 \$2,130 a year
- Mrs. I. Munck - Technician in Ophthalmology, from Dec. 1, 1953 \$1,900 a year
- R. D. Rowe - Fellow in Paediatrics, Nov. 1, 1953 to June 30, 1954 \$3,000

Pathology:

- Miss E.M. Settrington - Senior Fellow, Jan. 1 to June 30, 1954 \$1,800 a year
- Z. Nagy - Fellow, Jan. 1 to June 30, 1954 \$1,500 a year
- J. B. Sherry - Demonstrator, Jan. 1 to June 30, 1954 \$300
- Miss A. Chruszcz - Junior Technician, Jan. 1 to June 30, 1954 \$130 a month

Pharmacology:

- H. A. Lindsay) Demonstrators, Jan. 1 to \$300
- R. J. Oliver) June 30, 1954 \$300

Physiology:

- S. E. Melgard - Fellow, Jan. 1 to June 30, 1954 \$960
- Mrs. M. Lindsay - Assistant, Jan. 1 to June 30, 1954 \$928
- J. C. F. MacDonald - Radiation Physicist in Radiology Sept. 15, 1953 to May 31, 1954 \$150

Appoint-
ments
(Cont'd)

<u>Surgery:</u>			
Fellows: Jan. 1 to June 30, 1954:			
P. O. Crassweller	- \$1,000	J. E. McBirnie	\$500
J. S. Simpson	- 500		
Fellows: Jan. 1 to June 30, 1954:			
A. Petropoulakis)	without salary	
E. H. Simmons)		
<u>Faculty of Applied Science and Engineering:</u>			
J. G. Hall	- Research Associate in Aerophysics,		
	Jan. 1 to June 30, 1954		\$4,800 a year
<u>Chemical Engineering:</u>			
A. V. Delaporte	- Special Lecturer, Sept. 23 to Apr. 9, 1954		\$300
<u>Demonstrators:</u>			
F. P. Donovan	- Oct. 1, 1953 to Mar. 31, 1954		\$1,380
J. G. Duncan	- Sept. 23, 1953 to Apr. 9, 1954		150
E. Elsermann	- Nov. 24, 1953 to Mar. 31, 1954		1,185.33
W. F. Green	- Oct. 1, 1953 to Apr. 30, 1954		466.77
D. E. Rivington	- Jan. 1 to Mar. 31, 1954		515.64
V. Hovnanian) Sept. 1, 1953 to		598.55
L. A. Pogorski) Apr. 30, 1954		1,660
R. J. Stewart)		142.84
R. C. D. Wylie) Jan. 1 to Apr. 30, 1954		893.77
C. Y. Yeh)		280
J. Zajdowski)		
M. B. Wong	- Instructor in Civil Engineering		
	Jan. 1 to Apr. 30, 1954		\$300 a month
<u>Electrical Engineering:</u>			
R. M. Chisholm) Demonstrators, Jan. 1 to		\$320
B. B. Goodfellow) Apr. 30, 1954		160
Mrs. R. Sangster	- Reader, Jan. 1 to Apr. 30, 1954		200
N. Tomcio	- Research Assistant, Dec. 1, 1953 to Apr. 30, 1954		450
T. L. F. Rowe	- Special Instructor in Engineering		
	Drawing, Jan. 2 to Apr. 30, 1954		\$1,200
N. Stromberg	- Machine Shop Assistant in Mechanical Engineering, from Dec. 7, 1953		\$1,680 a year
<u>Mining Engineering:</u>			
H. R. Rice	- Professor and Head of Department from Mar. 1, 1954		\$9,000 a year
S. W. Wright	- Instructor, Jan. 1 to Apr. 15, 1954		\$325 a month
<u>School of Architecture:</u>			
A. Floyd	- Special Lecturer, Dec. 1, 1953 to Mar. 31, 1954		\$1,000
I. Grossman	- Instructor, Feb. 1 to Mar. 31, 1954		800
<u>School of Social Work:</u>			
N. J. deW. Pansegrouw	- Cassidy Research Visiting Professor, July 1, 1954 to June 30, 1955		\$7,500
Miss M. Shiell	- Lecturer, Feb. 15 to June 30, 1954		\$4,000 a year
Mrs. K. Harris	- Assistant Librarian, from Jan. 19, 1954		\$2,000 a year
Mrs. F. Strakhovsky	- Secretary, Jan. 1 to June 30, 1954		\$2,400 a year
Mrs. E. Smith	- Stenographer, from Jan. 4, 1954		\$1,835 a year
<u>School of Nursing:</u>			
<u>Lecturers:</u>			
K. S. Bernhardt	- Psychology		\$120
E. Robertson	- Nutrition		225
J. D. Atcheson	- Mental Hygiene		150
D. Van Wyck	- Obstetrics & Gynaecology		160
I. M. Hilliard	- Medicine		250
C. E. Phillips	- Education		300
Dr. Jessie Gray	- Surgery		140

Appoint-
ments
(Cont'd)

School of Hygiene:

Miss E. M. Osbourne

- Secretary in Hospital Administration,
Jan. 1 to June 30, 1954
\$2,034 a year

Physiological Hygiene:

K. K. Soga

- Research Assistant, Nov. 1, 1953
to Mar. 31, 1954 \$150 a month

Miss D. S. Yasny

- Technician, Dec. 1, 1953 to
Mar. 31, 1954 \$1,800 a year

Faculty of Pharmacy:

D. M. Lucas

- Demonstrator in Pharmaceutical
Chemistry, Jan. 1 to May 13,
1954 \$300 a month

University of Toronto Press:

H. S. Marshall

- Field Representative, from Feb. 1,
1954 \$3,500 a year

Resigna-
tions

(b) Resignations:

Faculty of Arts:

Mrs. T. Finlay

- Technical Assistant in Zoology,
(salary \$1,650) Dec. 31, 1953

Faculty of Medicine:

Mrs. G. S. Bird

- Technician in Medicine, (salary
\$2,130) Nov. 30, 1953

J. R. Seeley

- Associate in Psychiatry (salary
\$7,320) Dec. 31, 1953

Faculty of Applied Science and Engineering:

Chemical Engineering:

S. M. Speelman

- Lecturer (salary \$350 a month)
Dec. 31, 1953

R. J. Stewart

- Demonstrator (salary \$275 a month)
Dec. 31, 1953

K. N. Wallam

- Demonstrator (salary \$140 a month)
Dec. 31, 1953

Miss L. B. Farrell

- Assistant in the Faculty Office
(salary \$2,610) Jan. 31, 1954

Department of Athletics and Physical Education - Women:

Mrs. V. Abbott

- Pianist (salary \$26.66 a month)
Dec. 31, 1953

School of Social Work:

Miss S. R. Boyd

- Executive Secretary (salary \$3,750)
from Feb. 15, 1954

Mrs. P. R. Goldman

- Assistant Librarian (salary \$1,910)
Jan. 14, 1954

Mrs. V. Leonard

- Stenographer (salary \$1,985)
Jan. 16, 1954

Miss J. McCreary

- Stenographer (salary \$1,835)
Jan. 9, 1954

School of Hygiene:

Mrs. I. Borhy

- Laboratory Assistant (salary \$200 a
month) Dec. 31, 1953

Mrs. R. E. Haddon

- Laboratory Assistant (salary \$2,100)
Dec. 31, 1953

Miss M. Waters

- Research Assistant (salary \$250 a
month) Dec. 31, 1953

Mrs. D. S. Yasny

- Technician (salary \$1,800)
Jan. 8, 1954

Leaves of
Absence

(c) Leaves of Absence:

Faculty of Arts:

E. A. Joliat

- Associate Professor of French, Jan. 1,
1954 to Sept. 1, 1954 with salary

W. W. Moorhouse

- Associate Professor in Geological
Sciences, Mar. 1 to May 31, with
salary

W. H. T. Baillie

- Professor in Zoology, Jan. 1 to June
30, 1954 with salary

J. M. Speirs

- Librarian and Bibliographer in the
Ontario Fisheries Research Laboratory,
Aug. 1, 1953 to June 30, 1954, with
salary

University
Extension
Courses(d) University Extension Courses:Business Courses:

H. Borland	- Retail Management	\$20
W. J. McCreight	- Accounting I	440
R. R. McLaughlin	- Fundamentals of Cost Accounting	440
F. N. Beard	- Accounting II	440
E. W. Scott	- Advanced Cost Accounting	440
F. R. Hume	- Industrial Legislation	220
R. I. Martin	- Industrial Legislation	220
H. E. Bulmer	- Industrial Organization and Management	440
S. H. Henry	- Business Mathematics	440
B. J. Dempsey	- Human Relations	80
S. G. Chubb	- Corporation Finance	80
C. R. Jolly	- Business Controls	40
J. W. Harvey	- Statistical Controls	40
W. G. Loughheed	- Economics	80
J. H. Perry	- Taxation	80

Certificate Course in Business:

F. N. Beard	- Course Director	\$100	
	- Accounting I	200	300
Caron Jones	- Psychology		200
C. E. Olive	- Business Organization		200
J. G. Torrance	- Mercantile Law		200
S. G. Triantis	- Economics		200
G. Ward	- Corporation Finance		200
R. White	- Human Problems of Administration		200

Course in Radiography:

J. W. A. Duckworth	- Anatomy	440
Laboratory Preparator	- Anatomy (to be named later)	100
H. J. Barrie	- Pathology	200
F. G. Monkhouse	- Physiology	200
D. S. Ainslie)	280
E. J. Allin) Physics	320
E. Cohen)	150
D. T. Burke	- Director of Course and Lecturer	70
W. R. LaCroix	- Assistant and Lecturer	400
T. P. Lalor)	140
B. Rogers) Lecturers	110
D. G. Wollin)	50
K. F. McEwen)	20

Lecturers:

C. F. Moes	\$10	A. Douglas	15
C. L. Ash	10	J. C. F. MacDonald	20
Dr. Vera Peters	20	R. Lobb	10
O. B. Millar	20	J. D. Munn	20
E. L. Stewart	30	J. B. Chetwynd	20
N. E. Lidke	30	L. Goldberg	50

Demonstrators:

Miss L. Crampton	275	T. B. Hurst	50
C. Robb	10	Mrs. M. Clarkson	10
R. T. Cartwright	25	F. Drury	5
Mrs. C. Kowal	5		

Evening Tutorial Classes:

LeRoy Toll	- Travel Talks	41	
Conservation - Travelling Expenses -			
W. Porter	\$23	A. S. Wagner	20
I. Lobsinger	20	J. C. Marritt	15
G. Goodwin	15	H. A. Smallfield	15
M. I. Teicher	- Social Sciences	100	
W. Beatty	- Radio Writing	10	

University
Extension
Courses
(Cont'd)

Teachers' Classes - Pass & General Courses for Teachers:

J. N. Emerson	- Anthropology 1a	\$500
R. R. Moyer	- Art and Archaeology 2a	500
G. A. Knott	- Art and Archaeology (lantern operator)	60
J. J. Rae	- Chemistry 105, 154	500
N. Allentoff	- Chemistry (demonstrator)	250
H. A. Thom	- Chemistry (stock room attendant)	100
C. F. Owen	- Economics 1a	500
H. Eastman	- Economics 3a	500
R. S. Harris	- English 1a, 1b	500
E. Rhodes	- English 2a, 2b	500
R. L. McDougall	- English 3a, 3b	500
Miss M. Page	- English (reader)	175
C. R. Parsons	- French 1a	500
J. S. Wood	- French 3a	500
J. Spelt	- Geography 1a	500
J. H. Richards)	250
A. Tayyeb) Geography - Laboratory	250
R. Irving) Instructors	250
Miss L. E. Hofrichter	- German 1a	500
H. Boeschstein	- German 3a	250
J. C. Cairns)	166.66
H. I. Nelson) History 1a	166.67
G. C. Paterson)	166.67
J. B. Conacher)	166.66
W. W. Piepenburg) History 2a	166.67
M. R. Powicke)	166.67
A. Freeman	- History (reader)	175
Sister M. St. John) Latin 1a	250
Sister M. Blandina)	250
Sister M. St. John) Latin 3a	125
Sister M. Blandina)	125
Mrs. Josephine Mehlberg	- Mathematics 1a, 1b	500
F. E. Sparshott	- Philosophy 1c	500
Rev. R. J. MacDonald	- Philosophy (M) 3e	500
Miss M. E. Wallace	- Political Science 1a	500
C. R. Myers	- Psychology 1a	500
G. Macdonald	- Psychology 1a (reader)	150
K. S. Bernhardt	- Psychology 2a	500
Miss N. Sederis	- Psychology 2a (reader)	150
R. C. Joyner	- Psychology 3a	500
D. Simonoff	- Psychology 3a (reader)	150
Miss J. R. Burnet	- Sociology 3a	500
K. L. Levy	- Spanish 1a	500
T. V. Barclay	- Spanish 2a	420
J. H. Parker	- Spanish 3a	500
A. H. Lawrie	- Zoology 1b	500
D. Robertson	- Zoology (demonstrator)	250
A. Prince	- Zoology (laboratory assistant)	150
K. Thomas	- Second-year English	\$500
	Travelling expenses	600 1,100

Appropriations

(e) Additional appropriations and deductions in appropriations:

Faculty of Applied Science and Engineering:

- (a) An additional appropriation of \$10,000 for "Salaries, Equipment & Supplies; a deduction of \$10,000 from "River Flow Lab'y".
- (b) An additional appropriation of \$1,200 for "Salaries", Civil Engineering"; and a deduction of \$1,200 as follows:-
- | | |
|-------|--------------------------------------|
| \$500 | - "Salaries", Applied Physics |
| \$500 | - "Salaries", Engineering Drawing |
| \$200 | - "Salaries", Electrical Engineering |

Faculty of Pharmacy:

An additional appropriation of \$700 for "Demonstrators"; and a deduction of \$700 from "Salaries".

Zoology:

An additional appropriation of \$3,941.67 for "Ontario Fisheries Research Laboratories".

Appropriations
(Cont'd)

(e) Appropriations (Cont'd):

Department of University Extension:

Additional appropriations as follows:-

\$2,000 - "Salaries"
1,000 - "Certificate Course in Business"
1,000 - "Short Courses"
500 - "Projection Service"
1,200 - "Office Supplies"
3,000 - "Clerical Assistance"
2,000 - "Insurance Institute of Canada"

Statutes
of Senate

(f) Statutes of Senate:

Nos. 2227 - respecting the Kathleen Russell Scholarship
2228 - respecting the William Hultay Bursary
2229 - respecting the Maritime Provinces Trade Relations Fellowship
2230 - respecting the Municipal Chapter of Toronto, I.O.D.E., Scholarship in Modern History
2232 - respecting the O'Keefe Fellowships in Otolaryngology
2233 - respecting the Toronto Stock Exchange Prize
2235 - respecting the Archie B. Crealock Memorial Prize
2236 - respecting the Canadian Pittsburgh Industries Limited Scholarships
2237 - respecting the John Lewis Foster Scholarship
2238 - respecting the "Osmose" Wood Preserving Scholarship
2239 - respecting the regulations governing the Degree of Master of Science in Agriculture
2240 - respecting an amendment to section 4 (3) (a) of Statute Number 1844 respecting the School of Graduate Studies
2242 - respecting certain amendments to the Courses of Study in the Faculty of Arts for the session 1953-54

Other recommendations of the President were presented as follows, and UPON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED were approved:-

Advanced
Course,
Faculty of
Medicine

(a) An Advanced Graduate Course in the Faculty of Medicine in the autumn of 1954, in Medicine, Surgery, and Obstetrics and Gynaecology, for a maximum of 25 students in each division, with a minimum of 10 in the Departments of Medicine and Surgery, and a minimum of 5 in the Department of Obstetrics and Gynaecology - the fee for which shall be \$200 for each student.

Payments
from
income
on John
Honor
Bequest

(b) That the Dean of the Faculty of Arts be empowered to requisition, subject to the approval of the President, payments for the furtherance of the Faculty of Arts, from the annual income from the amount of \$18,241.47 in the John Honor Bequest account.

Payment to
National
Conference
of Canadian
Universities

(c) That \$1,000 be paid to the National Conference of Canadian Universities in support of its special project to acquaint the public with the need of Canadian universities for Federal Aid.

Council of
Faculty of
Arts

(d) That Dr. Arnold Walter be appointed to the Council of the Faculty of Arts in succession to Professor Loughlin who resigned from the staff of the University on December 31, 1953.

Course in
Institute
of Child
Study

- (e) That Parent Education Evening Classes be held in the Institute of Child Study, consisting of 3 courses in the Fall Term and 3 courses in the Spring Term, each course to be of 10 weeks' duration, and the fee to be \$6.00 per person per course.

Revised
budget for
the H..M.
Cassidy
Memorial
Research
Fund

- (f) Revised budget for the H. M. Cassidy Memorial Research Fund, as follows:-

	July 1/53 to June 30 1954	July 1/54 to June 30 1955	July 1/55 to June 30 1956
Office Expense, Printing, etc.			
Printing announcements and progress report.			
Postage and handling.			
Collection of pledges, etc.	\$ 875	\$ 600	\$ 500
Awards and Salaries			
Visiting Research Professor (A)		7,500#	7,500##
Visiting Research Professor (B)		4,250	4,250
Senior Research Fellow (C)		4,500##	4,500##
Senior Research Fellow (D)			4,500##
Research Grant-in-Aid (E)		2,500	
do. (F)		500	
do. (G)		500##	
do. (H)	1,000	1,000	
Research Secretary	1,600	2,400	2,400
Stenographic	400	1,900	2,400
Travel, Consultation & Planning			
Research Planning Conference	1,200		
Consultation and Planning	400	400	400
Travel for Research Professor (A)		250#	750
do. (B)		250	250
Travel - Grant-in-Aid (H)	250	250	
Other travel including candidates for interviews	250	250	250
Publication (Revolving Fund)	1,000	1,000	1,000
Contingencies	250	225	300
TOTALS	\$7,225	\$28,275	\$24,500
Combined Total 1953-1955	\$35,500		
Combined Total 1953-1956	\$60,000		

Transferred from 1952-53 budget
Tentative - reserved.

Grants-in-Aid in the
Cassidy
Memorial
Fund

- (g) Grants-in-Aid in the H. M. Cassidy Memorial Research Fund:-
- | | | |
|------------------------|---|---------|
| Professor Roger Marier | - | \$2,500 |
| Mr. David Donnison | - | 2,500 |
| Dr. Albert Rose | - | 500 |

Annual
Report of
President
for
1952-53

The President presented copies of his Annual Report for the year ended June 30th, 1953, and requested the members to take copies with them.

Nellie L.
Pattinson
Estate

The Board approved of the President's recommendation that the money set aside for medical research in the Nellie L. Pattinson Estate be used for technical assistance, various expendable supplies and the servicing of the Electron Microscope in the Department of Physics (in so far as it relates to the interests and needs of the different departments in the Faculty of Medicine) at a cost of \$200 per month, payments to begin from December 1st, 1953 and to continue for a period of 18 months, when the situation may be reviewed.

Report of
Advisory
Committee
on Scien-
tific
Research

The President presented for the information of the Board the Report of the Advisory Committee on Scientific Research for 1952-53.

Approval of
plan for
use of roy-
alties from
C.L.Burton's
"A Sense of
Urgency"

The President stated that he had received from Principal Jeanneret of University College a brief outline of the project on which he would recommend that the royalties on Dr. C. L. Burton's "A Sense of Urgency" be spent. Principal Jeanneret said that next session they propose to inaugurate an "Area Study of French Canada", as part of the regular programme of the Graduate Department of Romance Languages. They shall study the literature, as they have done for several years, and shall extend their survey to include the linguistic, historical, geographic, economic, political and religious aspects. They will seek the co-operation of the various University departments concerned. The President stated that the project had the enthusiastic concurrence of Dr. Burton himself, and the Board approved of the President's recommendation that the money be spent for this purpose.

Discontin-
uance of
instruction
to students
of College
of Optometry

The President explained to the Board the teaching arrangements under which members of the staff of the University gave instruction to students of the College of Optometry. It was decided that the University will not here-

College
of
Optometry
(Cont'd)

after enter into any arrangements with the College of Optometry for providing instruction in Anatomy, Applied Physics, English, Law, Mathematics, Physics, Political Economy, Psychology and Zoology to its students. The hope was expressed that it will be possible for individual students who look forward to the course in Optometry in the College to register in the University and take such subjects as the College deems necessary for their subsequent curricular programme in the field of Optometry.

Appoint-
ment of
Public
Relations
Consultant

In connection with the resignation of Mr. K. S. Edey as Publicity Director at the University, the Board approved of the President's recommendation that Hugh S. Newton and Company be appointed as public relations consultants as from February 1st, 1954, to June 30th, 1954, for a minimum monthly fee of \$100 for routine assignments, with a maximum additional fee of \$150 a month to cover non-routine or major assignments, requested by or on behalf of the President.

Intercol-
legiate
Football
Union

In view of the criticism in the Toronto Press which had been levelled at the Intercollegiate Football Union regarding the announcement which was made following a meeting of representatives of the University of Toronto, McGill University, Queen's University and the University of Western Ontario, to exclude McMaster University from the Union, chiefly on account of financial reasons, Mr. Bryce reviewed the whole situation. He explained that McMaster had only been admitted to the Union last year, and in view of the fact that the five-team group did not permit of a home game for each team in the league it was felt desirable to revert to the former four-team group, which would permit of each team having a home game with each other, thereby stimulating the interest of their respective Alumni Associations. Mr. Bryce stated that McGill had objected to McMaster being asked to withdraw from the league, and informed the Board that further consideration was being given to the matter.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following administrative matters were approved:-

Appoint-
ments
(Cont'd)

(a) Appointments:

Comptroller's Office:

M. A. Malcolm

- Personnel Officer, Non-academic employees, from January 25th, 1954, at \$5,200 a year

Mrs. M. W. Hass

- Secretary-Stenographer, from January 1st, 1954, at \$2,630 a year

Royal Conservatory of Music of Toronto:

J. F. Brook

- Secretary-Treasurer, from December 1st, 1953, at \$4,800 a year

University Press:

J. G. Garden

- Chief Accountant, from February 8th, 1954, at \$5,000 a year

Resigna-
tion

(b) Resignation:

Royal Conservatory of Music of Toronto:

R. H. Loken

- Secretary-Treasurer (salary \$9,000) Nov. 30, 1953

Appropri-
ations

(c) Additional appropriations and deductions in appropriations:

Faculty of Medicine:

(a) An additional appropriation of \$900 for "Cancer Research, 88 College St: Rent"; and a deduction of \$900 from "Building Expenses: Best Institute, Cleaning".

(b) An additional appropriation of \$114.00 for "Travel".

(c) An additional appropriation of \$1,000 for "Heat, Light and Gas"; and a deduction of \$1,000 from "Gas and City Current".

Faculty of Forestry:

An additional appropriation of \$1,000 for "Alterations to Library Room and Reading Room Facilities"; and a deduction of \$1,000 from "Academic Alterations, Contingency Fund".

Institute of Child Study:

An additional appropriation of \$660.00 for "Parent Education Extension Classes".

University College Women's Residences and Union:

An additional appropriation of \$250.00 for "Women's Union, Furnishings"; and a deduction of \$250.00 from "Hutton House, Furnishings".

Leah May
Samuel
Estate

(d) The transfer of one-half of the total sum of \$26,928.94 received under the Leah May Samuel Estate for the year ended December 27th, 1953, in the amount of \$13,464.47, to the Royal Ontario Museum Trust Account known as the Canadiana Gallery. This money will then be available for the purchase of items for the Canadiana Gallery at the discretion of Dr. Sigmund Samuel.

Donations -

Donations were reported as follows,

and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED,
were gratefully accepted:-

Donations - From -

The Executors of the Estate of the late Dr. Hugh Hornby Langton, a notification received of a bequest under the Will of Mr. Langton, former Librarian of the University of Toronto, consisting of pictures, and also any books or papers of his which the Librarian may select for the University Library.

The Executors of the Estate of the late Dr. Helen MacMurchy, a notification received of a bequest under her Will, consisting of the residue of her estate, to be used to augment the bequest of her late brother, Mr. Angus MacMurchy, for Scholarships in memory of their father, in University College.

A memorandum was prepared by the late Dr. MacMurchy and her sister, the late Miss Bessie MacMurchy, setting out their wishes as to the disposition of certain articles, such as household and personal effects, the total estimated value of which is \$411.00. Request received that the Governors consent to the articles listed in the memorandum being distributed in accordance with the terms thereof.

The University Solicitor, Mr. Hamilton Cassels, was named in the Will as Executor and Trustee. However, on Nov. 14, 1952, as Dr. MacMurchy was no longer capable of managing her affairs, Mr. W. Arnot Craick (a brother-in-law of the late Mr. Angus MacMurchy) was appointed as Committee of her Estate, and Mr. Cassels renounced the right to act as Executor and Trustee. A request has now been received that Mr. Craick be nominated by the University, which is the Residuary Beneficiary, or by the Executor, as Administrator to wind up the affairs of the Estate.

Sheldons Engineering Limited, notification received of a donation of a dust filter to the Department of Mining Engineering. The selling price of this equipment would be \$4,000.00.

Parke, Davis & Company, the sum of \$2,000 (U.S. funds) received being the first half of an annual amount of \$4,000 for research in the Department of Oto-Laryngology. Expenditures from the Fund are to be made on the recommendation of the Head of the Department of Oto-Laryngology through the Dean of the Faculty of Medicine.

Mr. Wallace Rankine Nesbitt, the sum of \$3,000 received as a donation towards construction costs of the Men's Residence for University College. Notification received that it is Mr. Nesbitt's intention to donate a further sum of \$3,000 next year, making a total of \$6,000, to provide funds for the installation of the clock in the new U. C. Men's Residence.

Burroughs Wellcome & Company, Montreal, the sum of \$2,500 received as a grant for research in the Department of Anaesthesia. \$2,000 of the grant is to be used for a Fellowship, and \$500 for incidental expenses, and the award is to cover a two-year period. At the end of two years the donor will consider renewal of the grant.

Mr. Frank D. Lowidt, the sum of \$2,500 received, representing the first instalment of a bursary fund he wishes to establish for a needy student of Household Science.

Mr. C. Gordon Cockshutt, the sum of \$2,500 received for research in cardiovascular disease at the Wellesley Division of the Toronto General Hospital, to be known as the "Kathleen D. Cockshutt Fund for Medical Research". This fund is to be under the personal direction of Dr. Donal P. Murnaghan, and under the general direction of the Physician-in-Chief of the Wellesley Division and of the Professor of Medicine of the University. Mr. Cockshutt has indicated he is prepared to provide a similar sum of \$2,500 each year for 5 years for this purpose, or a total of \$12,500. Expenditures from the Fund are to be made on the advice of the Professor of Medicine through the Dean of the Faculty of Medicine.

Donations
(Cont'd)

From -

Mrs. W. L. Matthews, the sum of \$1,000 received to establish a fund for the advancement of Neurosurgery. Expenditures from the fund are to be made on the advice of Dr. E. H. Botterell, Associate Professor of Surgery, and Chief of the Neurosurgical Division of the Toronto General Hospital through the Dean of the Faculty of Medicine.

Admiral Hood Chapter of the I.O.D.E., the sum of \$250 received as a bursary awarded by them to Mr. Calvin Colin Caldwell.

Mr. W. A. Beverly, the sum of \$200 received for the advancement of Psychiatry. Expenditures from the fund are to be made on the recommendation of the Professor of Psychiatry and the Dean of the Faculty of Medicine.

Geological Survey of Canada, the sum of \$130 received for research in the Department of Geological Sciences being carried on by Professor F. W. Beales and Mr. W. M. Tovell, entitled "Air Photo Study of Foothills and Rockies between the Bow and James Rivers".

Professor C. A. Chant, the sum of \$100 received for the purpose of aiding the David Dunlap Observatory Library. It is Professor Chant's wish that this amount be available without restriction as to time limit for the purchase of books or periodicals or for the binding of books for the Observatory Library.

An anonymous donor, the sum of \$5.00 received as a donation to the Library of the Faculty of Pharmacy.

The Executors of the Estate of the late Mr. George Percival Best of England, further books and manuscripts received for the University Library.

The National Trust Company Limited, notification received that an error was made in the valuation of the Maple Leaf Milling shares in the Estate of the late Mrs. Mary A. Wainwright, who bequeathed the residue of her estate to the University to establish 2 scholarships in Medicine and 1 in General Arts. The stock was valued at \$48,594.00 whereas it should have been valued at \$485.94, the mistake being caused by confusion as to the par value of the stock. The assets of the Estate are therefore not approximately \$109,600 but approximately \$61,500.

The Estate of the late Leah May Samuel, the sum of \$13,178.94 received, being the balance of revenue on hand as at December 27th, 1953, to be used for the Royal Ontario Museum and/or the Canadiana Gallery.

Atkinson Charitable Foundation, the sum of \$13,800 received representing the second half of the grant for its secondary school graduate bursary programme for 1953-54.

Nutrition Foundation, Inc. of U.S., the sum of \$5,000 (U.S. funds) received to continue the grant to Dr. C. H. Best entitled "The Physiological lipotropic factors - choline, betaine, methionine and inositol".

Nutrition Foundation, Inc. of U.S., the sum of \$2,500 (U.S. funds) received to continue the grant to Dr. Erich Baer entitled "Synthesis and Metabolism of Fats (Phospholipids)".

J. P. Bickell Foundation, an offer received to continue for 1954-55 six Scholarships of \$1,200 each. Notification also received that bursaries will be available for deserving students in the second, third and fourth years of a course in or leading to Mining, including the Geological and Geophysical fields.

The James Franceschini Foundation, the sum of \$5,000 received, being the fifth annual instalment of the Foundation towards the William Edward Gallie Trust Fund.

Donations
(Cont'd)

From -

Kellogg Foundation, the sum of \$4,000.12 (Canadian funds) received, being the first payment on the Foundation's 3 year commitment to assist in the development of comprehensive programmes in graduate and postgraduate medical education. This sum is made up as follows:-

Budget for 1953-54	\$5,000.00
Less: Unexpended cash balance as at Aug. 31, 1953, from previous annual grants	
	999.88
	<u>\$4,000.12</u>

Mr. Percy Hermant, an offer received to maintain the Percy Hermant Fellowships in Ophthalmology, in the amount of \$3,000, payable during the session 1954-55.

Imperial Oil Limited, the sum of \$3,000 received, being the 3rd and final instalment of a similar amount on the grant of \$9,00 for the promotion of fundamental Geophysical research, under the direction of Professor J. T. Wilson.

Canadian Industries Limited, an offer received to continue the two Fellowships in Chemistry or Chemical Engineering of \$1,200 each, together with the grant of \$300 to the University for each award to defray some of the expenses of research, making a total of \$3,000, payable during 1954-55.

Babcock-Wilcox and Goldie-McCulloch Ltd., a notification received that they are not in a position to continue their fellowship in Mechanical Engineering, in the amount of \$1,500, which is payable during 1954-55. They request that the Company be written each year in December, henceforth, to ascertain whether the award will be available during the following session.

The Estate of the late Dr. John S. Chisholm, the sum of \$3,052.95 received on account of income from the Estate, for credit of the Chisholm Memorial Fund.

The S. S. Kresge Company, Limited, an offer received to continue their fellowship, in the amount of \$1,200, which will be payable during the session 1954-55.

Research Council of Ontario, the sum of \$1,068 received for the following grants:-

Butyl Acetate Extraction of Waste Sulphite	
Liquor - McLaughlin	- \$390
Tree Physiology and Forest Pathology	
- Duff	- 500
General University Administrative	
Expenses	- 178
	<u>\$1,068</u>

Mr. H. B. Ganton, the sum of \$1,000 received for credit of the U.C. Men's Residence Fund.

Kennecott Copper Corporation, an offer received to renew their Scholarship in Mining Engineering, in the amount of \$1,000 per annum, for a further 3 year period, 1954-55, 1955-56 and 1956-57.

Bloor District Business Men Inc., the sum of \$750 received to cover 3 awards of \$250 each made by the organization to students entering the University.

Mr. George L. Gray, the sum of \$650 received for the John Fraser Gray Scholarship as a further donation by him to the fund.

National Cancer Institute of Canada, the sum of \$600 received, being a supplementary grant to Dr. A. W. Ham to cover the purchase of a Sorvall microtome.

Ontario Dental Association, the sum of \$500 received to cover the first award of their Fellowship, payable during 1953-54.

International Nickel Company of Canada, an offer received to continue the INCO Scholarship, in the amount of \$500, which will be payable during 1954-55.

Mr. and Mrs. G. Roy Sproat, the sum of \$500 received, being their annual donation towards the G. Roy Sproat and Katherine Sproat Bursary Fund in the Faculty of Medicine.

Donations
(Cont'd)

From -

Mrs. Frederic Davidson, the sum of \$500 received as a further contribution by her to the Frederic Davidson Scholarship for English Poetry in University College.

York Knitting Mills Limited, notification received that as the fortunes of the textile industry have changed so materially over the period of 10 years during which they have given the James William Woods Fellowship, that they must, for the present, terminate the award with the next payment.

University of Toronto Engineering Alumni Association, the sum of \$400 received to cover their Scholarship payable during the session 1954-55, similar to the award made during the present session.

United Casualty Agencies, the sum of \$400 received to cover their Bursaries payable during the present session.

Charles E. Frosst & Company, the sum of \$300 received for their scholarship, payable during the present session in the Faculty of Medicine.

Osmose Wood Preserving Company of Canada Limited, the sum of \$250 received to cover the first award of their Scholarship in the Faculty of Forestry, payable during the present session.

F. H. Deacon & Company, the sum of \$250 received to continue their Scholarship in Political Economy, which will be payable in 1954-55.

College of Physicians and Surgeons of Ontario, an offer received to donate a further sum of \$200 to the Medical Library.

Mr. Sydney Hermant, the sum of \$100 received to be added to the Sydney Hermant Loan Fund in University College.

Mr. Richard S. Thomson, the sum of \$25 received to be added to the Frank S. Hogg Memorial Fellowship Fund.

Dr. A. S. Dewar, the sum of \$5.00 received for the Hugh Alexander Hoskin Scholarship, bringing the total to \$3,121.00.

Mr. J. B. West, the sum of \$10 received for the E. T. Owen Fund, bringing the total to \$4,004.00.

Professor H. L. Humphreys, the sum of \$5.00 received, for the W. R. Taylor Memorial Fund, bringing the total to \$7,951.00.

Various donors, amounts received for the following funds:-

\$ 3,230.00 - Samuel Beatty Fund, bringing the total to \$19,655.00.

\$ 1,680.00 - H. M. Cassidy Memorial Research Fund, bringing the total to \$69,856.00.

\$ 80.00 - Harold Adams Innis Memorial Fund, bringing the total to \$8,963.61.

\$23,125.00 - Institute of Child Study Building Alterations Fund

\$ 851.65 - U.C. Alumni, Alumnae Giving Fund

\$ 1,733.50 - University of Toronto Dental Research Fund, bringing the total to \$44,218.45.

Financial
Statements

Financial Statements of the University

for the months of November and December, 1953, were presented.

Statement
of Insulin
Committee

There was tabled the Balance Sheet

and Operating Statement of the Insulin Committee as at December 31st, 1953.

Statement
of Benefac-
tions,
1952-53

A statement of Benefactions for the

Session 1952-53 was presented.

Amounts
sent to
Royal
Conser-
vatory
of Music

The Comptroller reported that the following amounts had been sent to the Royal Conservatory of Music of Toronto in order to meet the December payrolls and accounts payable, and the Board confirmed this action:-

- (a) \$3,334.00, being the balance payable to the Conservatory with respect to the budget appropriation of \$70,000 for the support of the Conservatory for 1953-54;
- (b) \$15,000.00, to be treated as an advance from the University, to be repaid as soon as the Conservatory's cash position will permit.

Transfer
from the
Reserve
Account,
U. C.
Women's
Residences

In approving of a transfer from the Reserve Fund for the University College Women's Residences, to cover expenditures incurred in rehabilitating the desk chairs in Whitney Hall, in the amount of \$870.06, the Chairman stated that Miss Ferguson should be informed that requests for future transfers from the Reserve Fund should be presented for approval before any expenditures are incurred.

*Included
in A.B.*

The meeting adjourned at 6:45 p.m.

Minutes confirmed.

W. H. Huggins
February 25th 1954

Robert A. Bryce
Acting Chairman

Secretary

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, February 25th, 1954, at 4 p.m.

Present -

Mr. R. A. Bryce
(in the Chair)
The President
Hon. Mr. Justice Hope
Dr. Johnson
Mr. Osbourne
Dr. Sullivan
Dr. Tory

Mr. Dalgleish
Mr. LaBine
Mr. Ketchum
Mr. Clarke
Dr. Samuel
Hon. Dr. Bruce
Mr. Burns

Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary

Dr. Bissell, Vice-President, in attendance

Mr. Bryce
appointed
Acting
Chairman
of the
meeting

Upon motion of Mr. Justice Hope,
Seconded by Dr. Johnson,
And unanimously carried,

Mr. Bryce was appointed Acting Chairman of the meeting in the absence of the Chairman and the Vice-Chairman.

Minutes
confirmed

The minutes of the previous meeting were presented and -

Upon motion of Mr. LaBine,
Seconded by Dr. Sullivan,
And unanimously carried,

were confirmed.

Auditors'
Report on
Financial
Statements
for 1952-
1953

At the previous meeting of the Board the Chairman requested the members to take with them copies of the Auditors' Report on the Financial Statements of the University for the year ended June 30th, 1953, and raise any questions which they might have at the next meeting. No questions were raised in this connection.

Staff Re-
port on
Salaries

When the Finance Committee report was approved at the last meeting, the Chairman suggested that the members take with them copies of the Staff Report on salaries presented at that time, and be prepared to discuss any questions which might be raised at the next meeting. No questions were raised.

Leave
granted
to
members
absent
from
previous
meeting

Upon motion of Mr. Osbourne,
Seconded by Dr. Sullivan,
And unanimously carried,

leave was granted to the following members absent from the previous meeting:-

The Chancellor
Mr. Borden
Mr. Fennell
Rt. Hon. Vincent Massey
Mr. Urquhart

Leave of
absence
granted
to Mr.
Vaughan

The Board approved of a request from Mr. Vaughan for leave of absence from the meetings from February 25th to May 24th, as he will be away from Toronto during that period.

Press
Committee
Report
No. 29

Press Committee Report No. 29 was presented as follows, and -

Upon motion of Mr. Justice Hope,
Seconded by Mr. LaBine,
And unanimously carried,

was adopted:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Friday, February 19th, 1954, at 4 p.m., at which the following were present:-

The Hon. J. A. Hope
(in the Chair)

From the University Press:

Mr. Marsh Jeanneret,
Director

The President

Mr. D. J. Reid,
Chief Accountant

Mr. G. A. LaBine

Mr. P. A. C. Ketchum

Mr. O. H. Dalglish

Mr. C. F. W. Burns

Mr. C. E. Higginbottom,
Secretary

1. Report of previous meeting

The report of the previous meeting held on November 18th, 1953, which had been submitted to and approved by the Board of Governors on November 26th, was presented, and upon motion of Mr. LaBine was taken as read.

2. Director's Report

The Director reviewed the Press operations since the last meeting of this Committee on November 18th, 1953.

In considering the financial reports later it will be noted that -

1. The cash position of the Press at January 31st, 1954, was up to \$60,962.00 from \$22,759.00 on the same date last year.

2. Although total sales are up 18.9% over the same period last year, the inventories before reserve for depreciation have not increased proportionately, but instead have dropped from \$290,600 at this date last year to \$279,500 (approximately) this year; this whole inventory improvement being found in the Book Department, or Bookstore.

Press
Committee
Report
(Cont'd)

3. Sales are up from \$597,600 to \$630,900, and the profit has increased from \$18,700 to \$26,400. The profits in the Printing and Book Departments are almost exactly comparable with the same figures last year, but the loss in the Publications Department a year ago stood at \$22,000 as compared with \$11,800 this year. The betterment profitwise of approximately \$8,600 is to be found almost wholly in the improvement in the Publishing Department.

There were two matters of importance arising from the Director's Report.

One is the question of restoring the 10% discount previously allowed on Medical text books, and after careful consideration your Committee recommends that the Director be authorized to take whatever steps are necessary to meet the market situation, in so far as competition with other dealers is concerned, and provide, if necessary, a 10% discount on Medical text books.

The Director informed the Committee of the demands being made in connection with Union activities for the provision of Pension arrangements, and while your Committee realizes the seriousness of the situation, and in view of the overall University picture, and some of the problems involved, such as the possible effect this would have on the other hourly employees, the Director was informed that no recommendation could be made in this matter at the present time. It was suggested that the Director oppose, as far as possible, the establishment of any proposed Pension arrangement, and report the results of his representations to your Committee.

3. Appointments to the Staff of the Press

There was reported to the Committee the following appointments to the staff of the University Press, which had been approved by the Board of Governors on January 28th, 1954:-

- (a) H. S. Marshall - Field Representative, from Feb. 1st, 1954, at a salary of \$3,500 a year

Note: The appointment of Mr. Marshall was made following completion of the arrangements for the University Press to act as Canadian representative of the University of Chicago Press.

- (b) J. G. Garden - Chief Accountant, from Feb. 8th, 1954 at a salary of \$5,000 a year

Note: The appointment of Mr. Garden was made to replace Mr. D. J. Reid as Chief Accountant, who is returning to the Chief Accountant's Office of the University.

4. Transfer of Cheque-signing Authority

Following the appointment of Mr. J. G. Garden to succeed Mr. D. J. Reid as Chief Accountant at the University Press, your Committee recommends -

Upon motion of Mr. LaBine,

Seconded by Mr. Dalglish,

that authority be given to Mr. Garden to sign cheques of the Press in place of Mr. Reid.

5. Report on Will of the late Henry Richard Astridge

The President informed the Committee that Mr. Ralph Salter, Q.C., had discussed with him conditions contained in the Will of the late Henry Richard Astridge, which directed that 'the residue of his estate should be used for the promulgation of two books, entitled 'A Light shining in Dark Places', and 'Revelation Revealed'. The value of the Estate for probate purposes amounted to approximately \$32,000.00.

After explaining certain points in connection with the possibility of the University of Toronto entering into an agreement with the Executors and Trustees, the President introduced to the members of the Committee Mr. W. Ralph Salter, Q.C., of the firm of Salter, Reilly & Jamieson, one of the Executors and Trustees of the late Mr. Astridge's Estate. Mr. Gordon Gwynne-Timothy accompanied

Press
Committee
Report
(Cont'd)

Mr. Salter. Mr. Salter informed the Committee that he was desirous of having the residue of the Estate turned over to the University under such conditions as could be satisfactorily arranged, and that he would endeavour to have the other Executors, viz: Richard Pountney, Retired Police Inspector, and David Maxwell, Retired District Fire Chief, agree. Mr. Salter submitted a draft agreement between 'The Executors and Trustees' and 'The Governors of the University of Toronto' for the furthering of publications at the University Press.

After discussing the matter at length, your Committee recommends -

Upon motion of Mr. Burns,

Seconded by Mr. LaBine,

that in view of the unusual conditions, this matter be referred to the Chairman of the Press Committee - Mr. Justice Hope, the President, and the Director of the Press - Mr. Marsh Jeanneret, to confer with Mr. Salter in connection with the same.

6. Financial Statements for period ended January 31st, 1954

The Director reviewed the Financial Statements of the Press for the period ended January 31st, 1954, and produced a comparative statement for the seven-month period for the years 1951, 1952, 1953 and 1954, showing the following results:-

GENERAL PUBLICATIONS

COMPARATIVE STATEMENT OF SEVEN MONTHS EARNINGS
FOR THE PERIODS ENDING JANUARY 31, 1951 - 1954

	7 months ending Jan. 31/51	7 months ending Jan. 31/52	7 months ending Jan. 31/53	7 months ending Jan. 31/54
Total Revenue	\$48,350.29	\$50,100.89	\$68,075.02	\$78,272.39
Total Cost of Earning Revenue	48,690.90	48,294.79	64,125.83	66,008.10
Surplus or (Deficit)	\$ (340.61)	\$ 1,806.10	\$ 3,949.19	\$12,264.29

On behalf of your Committee, the Chairman, Mr. Justice Hope, commended the Director on the splendid results attained.

7. University Press Position re Co-operative Book Centre

The Director reported regarding the impending formation by the Toronto Book Publishers of a Co-Operative Book Centre to service orders from Canadian libraries on a consolidated basis. He pointed out that an unusual condition of membership involved the purchase by the Press of a nominal amount of common stock (7 shares at \$5.00 each = \$35.00), and asked for the Committee's approval of such a stock purchase, if membership in the Centre turned out to be in the interests of the University of Toronto Press.

Upon motion of the President,

Seconded by Mr. LaBine,

your Committee recommends that the matter be referred to the Director of the Press to secure further information, and report to the Committee.

8. Purchase of Additional Linotype Mats

The Director informed your Committee that the Provincial Department of Health had recently placed an order with the University Press amounting to approximately \$14,000.00, and that to complete the order it would be necessary to purchase additional linotype mats.

Press
Committee
Report
(Cont'd)

Upon motion of Mr. Burns,
Seconded by Mr. LaBine,
your Committee recommends that authority be given for the purchase
of additional linotype mats at an approximate cost of \$650.00.

9. Purchase of Adding Machine

In connection with the return of Mr. D. J. Reid to the Chief
Accountant's Office at the University of Toronto, Mr. Reid had been
using an adding machine which he contemplated returning to the Chief
Accountant's Office at the University. In view of the need of an
adding machine at the Press your Committee recommends that if one
cannot otherwise be procured, authority be given for the purchase of
an adding machine for the Press at a cost of \$319.00.

The meeting adjourned at 5:50 p.m.

All of which is respectfully submitted.

(Sgd) J. A. Hope
Chairman of Committee
(Sgd) C. E. Higginbottom
Secretary"

February 19th, 1954

In considering the Press Committee Report,
action was taken as follows:-

Clause 2 - Director's Report

(a) Regarding approval of the Committee's recommendation that
the Director be authorized to provide, if necessary, a 10% discount
on Medical text books, Mr. Clarke requested to be recorded as
dissenting.

(b) In connection with the demands being made with respect
to Union activities for the provision of Pension arrangements, the
Board decided to carry on as at present, and should any serious
difficulty arise, necessitating immediate action, that this matter
be referred to the Executive Committee of the Board with power to
act.

Glendon
Hall
property
declared
exempt
from
taxation

The Chairman read a letter from the University
Solicitor to the Bursar, stating that they have now heard from the Clerk
of the Court of Revision for the Township of North York that the Univer-
sity's appeal against the purported assessment of the Glendon Hall pro-
perty, 1275 Bayview Avenue, has been allowed and that the property is
to be marked as exempt from taxation in the Assessment roll.

Letter
from
College
of
Optometry

The President read the following letter from
Dean Edward J. Fisher of the College of Optometry of Ontario, addressed
to the Secretary of the Board:-

COLLEGE OF OPTOMETRY
OF ONTARIO

"C. E. Higginbottom, Esq., F.C.I.S.,
Secretary to the Board of Governors,
University of Toronto,
Toronto, Ontario.

140 St. George St.,
Toronto 5
February 24, 1954

Dear Mr. Higginbottom:-

The College of Optometry is operated by the
Board of Examiners in Optometry whose members are appointed by the
Provincial Government. At its last meeting, the Board instructed
me to write to you in reply to your letter of February 1, 1954.
The association of this College with the University has been most

Letter
from
College of
Optometry
(Cont'd)

pleasant and when our courses were revised two years ago, the Heads of the University Departments concerned, commented most favourably on our course and students.

The arrangement which has existed since 1925 - a period of twenty-nine years - has been terminated abruptly by the Board of Governors of the University. My Board is quite concerned with this decision for it has been felt and recognized that the interests of all concerned would be served best by a closer relationship between the University of Toronto and the College of Optometry. Is it possible for a meeting to be arranged in order that this matter might be discussed in greater detail?

Yours very truly,
(Sgd) Edward J. Fisher
Dean"

In this connection the President explained to the Board that he had informed the Dean of the College of Optometry a year ago that this action was contemplated. It was agreed that no change in the Board's decision be made in this matter.

Royal Con-
servatory
of Music
Audited
Financial
Statements

The Comptroller informed the Board that Audited Financial Statements of the Royal Conservatory of Music of Toronto for the years ended June 30th, 1952 and June 30th, 1953, had been accepted by the Board of Directors of the Conservatory at their meeting on January 29th, 1954, and it was decided that these reports be considered as tabled.

Matters
deferred -

The following matters deferred from the previous meeting were again deferred:-

Revision of
By-Laws

(a) Revision of By-Laws

Child Study
Annex

(b) Construction of Annex, Institute of Child Study

Recommen-
dations
of the
President

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following recommendations of the President were approved:-

Appoint-
ments

(a) Appointments:-
Faculty of Arts:
Zoology:

Miss I. Conroy

- Secretarial Assistant, Feb. 1,
to June 30, 1954 \$1,950
a year

Miss E. J. Spratt

- Technical Assistant, Jan. 1
to June 30, 1954 - \$137.50 a
month

Appoint-
ments
(Cont'd)

Faculty of Medicine:

Pathology:

- Mrs. M. Brownley - Autopsy Recorder, from March 1, 1954
\$1,825 a year
- Z. Puryj - Laboratory Assistant, from Feb. 1, 1954
\$1,800 a year
- W. J. Gardiner - Associate in Physical and Occupational Therapy, from July 1, 1953
\$500 a year
- Mrs. J. H. M. Morris - Secretarial Assistant in Physiology, Mar. 1 to June 30, 1954
\$2,100 a year
- N. James - Clinical Assistant in Surgery, Feb. 1 to June 30, 1954
\$100 a month

Faculty of Applied Science and Engineering:

Chemical Engineering:

- E. Elsermann - Demonstrator, Apr. 1 to Apr. 23, 1954
\$214.67
- C-Y Lu - Demonstrator, Jan. 1 to Apr. 30, 1954
\$142.84

Faculty of Dentistry:

- Miss I. Duncan - Assistant in the Faculty Clinic, Jan. 25 to June 19, 1954
\$145 a month
- Miss M. Hill - Clerk in the Secretary's Office, Feb. 8 to June 30, 1954
\$2,190 a year
- Miss M. W. Walker - Dental Nurse, Feb. 15 to June 15, 1954
\$152 a month

School of Law:

- Mrs. J. Stevens - Stenographer, from Feb. 8, 1954
\$2,250 a year

School of Social Work:

- Miss D. Judd - Stenographer, from Feb. 1, 1954
\$1,985 a year

Department of Publicity:

- Mrs. W. Ferguson - Secretary for Publicity, from Jan. 1, 1954
\$3,100 a year

Hart House Theatre:

- C. T. Bissell - Chairman of the Board of Syndics for the unexpired portion of the term of the late Professor Ernest Dale

Resig-
nations

(b) Resignations:

Faculty of Arts:

- Mrs. M. Funnell - Demonstrator in Chemistry (salary \$800) Jan. 31, 1954

Faculty of Medicine:

- I. McA. Hilliard - Associate in Medicine (salary \$200) June 30, 1954
- Miss C. Metrakos - Autopsy Recorder in Pathology (salary \$1,825) Feb. 28, 1954
- Miss K. B. Richardson - Librarian in Physiology (salary \$2,250) Feb. 28, 1954

Faculty of Dentistry:

- Mrs. M. Gunter - Clerical Assistant (salary \$1,850) Mar. 15, 1954
- Miss C. A. McNabb - Dental Nurse (salary \$1,605) Feb. 28, 1954

School of Law:

- Mrs. M. Currie - Stenographer (salary \$2,250) Feb. 7, 1954

School of Hygiene:

- J. Commins - Laboratory Assistant in Parasitology (salary \$1,750) Feb. 28, 1954
- Miss B. Revich - Technician in Physiological Hygiene (salary \$135 a month) Feb. 17, 1954

Leaves of
Absence(c) Leaves of Absence:Faculty of Arts:

H. L. Humphreys

- Professor of French, Feb. 15 to
Apr. 15, 1954, with salary

R. MacG. Dawson

- Professor of Political Economy
from July 1, 1954, without salaryFaculty of Medicine:

D. Y. Solandt

- Professor of Physiology, Feb. 16
to June 30, 1954, with salarySchool of Hygiene:

D. Y. Solandt

- Professor and Head of the Depart-
ment of Physiological Hygiene,
Feb. 16 to June 30, 1954, with
salaryOffice of the President:

C. T. Bissell

- Vice-President, Apr. 21 to Sept.
6, 1954, with salaryUniversity
Extension
Courses(d) University Extension Courses:Certificate Course in Business (Evenings):

F. N. Beard

- Course Director - \$100
Accounting I - 200

\$300

Caron Jones

- Psychology

200

C. E. Olive

- Business Organization

200

J. G. Torrance

- Mercantile Law

200

S. G. Triantis

- Economics

200

G. Ward

- Corporation Finance

200

R. White

- Human Problems of Admin-
istration

200

Evening Tutorial Classes:

Miss M. McIrvine

- The Conduct of a Meeting

120

J. S. Glen

- Counselling for Religious
Workers

250

A. A. Hrycuk

- Byelorussian Culture

60

Workshop on Dynamics of Administration:

M. S. Knowles

- Lecturer - \$150
Travelling and
hotel expenses
not to exceed - 85

235

A. Klein

- Director of Workshop

50

Appropri-
ations(e) Additional appropriations and deductions in appropriations:Zoology:An additional appropriation of \$558.26 for "Secretarial
and Technical Assistance"; and a deduction of \$558.26
from "Secretarial Assistant, East Wing".Physiology:An additional appropriation of \$425.00 for "Apparatus";
and a deduction of \$425.00 from "Salaries".School of Architecture:An additional appropriation of \$216.21 for "Supplies";
and an additional appropriation of \$60.20 for
"Apparatus".University Library:An additional appropriation of \$3,775.00 for "Addition-
al Assistance".Statutes
of Senate(f) Statutes of Senate:Nos. 2231 - respecting the Nisei Students' Club Scholar-
ship2243 - respecting the Atlas Asbestos Company Limited
Prizes

2244 - respecting the Joseph Aziz Bursary

2245 - respecting The Butterworth & Co. (Canada)
Lts. Prize

2246 - respecting the M. M. Cohen Bursary

Statutes
of Senate
(Cont'd)

(f) Statutes of Senate (Cont'd):

- Nos. 2247 - respecting the Community Chest of Greater Toronto Bursaries
2248 - respecting the Margaret Eaton Scholarships, the Margaret Eaton Gold Medal, and the Emma Scott Nasmith Gold Medal
2249 - respecting the Robert Edward Gaby Award
2250 - respecting the Charles Gordon Manning Prize
2251 - respecting the M. A. Starkman Fellowship
2253 - respecting the United Casualty Agencies Bursaries

Other recommendations of the President were presented as follows, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED were approved:-

Registra-
tion in
Faculty
of
Medicine

- (a) That registration in the First Premedical Year of the Faculty of Medicine for the Session 1954-1955 be offered to approximately 125 students; provided, however, that registration in the First Medical Year for the Session 1956-1957 shall be approximately 150 students.

Registra-
tion in
Dentistry

- (b) That for the Session 1954-1955 registration in the Faculty of Dentistry be offered to approximately 70 students in the First Predental Year.

L. V. Red-
man
Scholar-
ship

- (c) That from the income of the Lawrence Vincent Redman Bequest there be established the L. V. Redman Scholarship in Chemistry, of the annual value of \$900.00.

Terms of
award of
the W. R.
Taylor
Scholar-
ship

The Board was informed that the Council of University College had approved of the terms of award of The W. R. Taylor Scholarship in Third Year, Oriental Languages, and adopted the President's recommendation that such terms of award, as set out below, be approved:-

"The W. R. Taylor Scholarship, of the value of the annual income from the fund, approximately \$225.00, in memory of the late William Robert Taylor, M.A., Ph.D., D.D., former Principal of University College and head of the Department of Oriental Languages. This scholarship shall be awarded to the student, who, having obtained first class honours at the annual examinations, is, in the judgment of the Department, most deserving of financial assistance. If no candidate in the third year qualifies, the scholarship may be awarded in another year on the recommendation of the Department."

Designa-
tion of
"Wallace
Room" in
new
Library

Upon motion of Dr. Samuel,
Seconded by Dr. Bruce,
And unanimously carried,

approval was given to the President's recommendation that the Reserve Book Reading-Room in the Sigmund Samuel Library be designated the "Wallace Room" in recognition of the services of Dr. W. S. Wallace to the University.

Women's
College
Hospital
declared
a "teach-
ing
hospital
for
Pharmacy"

The President informed the Board of a grant of \$50,000 to the Women's College Hospital by the J. P. Bickell Foundation, this grant to be paid when evidence has been submitted that the Board of Governors of the University of Toronto have officially declared that hospital to be a teaching hospital for Pharmacy. The President stated that he had given tentative approval to the suggestion that the hospital provide training for Hospital Pharmacists in co-operation with the Faculty of Pharmacy at the University, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED approval was given to the recommendation of the President that the Women's College Hospital be declared a teaching hospital for Pharmacy, and the Secretary was instructed to inform the Hospital accordingly.

Amendment
to Terms
of Reference
for Hart
House
Theatre

Upon motion of the President,
Seconded by Mr. Justice Hope,
And unanimously carried,

the Board adopted the following recommendation of the President:-

"That section 3 (a) of the Terms of Reference relating to Hart House Theatre be amended by deleting the word 'fifteen' and substituting for it the word 'eighteen'".

Resolution
re the late
Professor
E. A. Dale

The President presented a resolution which he had prepared in connection with Professor E. A. Dale, who died suddenly on January 29th, and -

Upon motion of Mr. Osbourne,
Seconded by Mr. Justice Hope,
And unanimously carried,

the Board adopted this resolution as follows:-

"For forty-two years Ernest Abell Dale was associated with the University of Toronto as a leader in the academic community; he was a distinguished member of the Department of Classics in University College and in Trinity College, and he was Chairman of the Board of Syndics of Hart House Theatre.

By his enthusiasm as a teacher and by the brilliance and sensitivity of his translations he did much in this University to make clear the vitality and the timelessness of the masterpieces of Greek and Latin literature. In addition, he was a close student of modern literature, particularly of the drama, where his knowledge was supplemented by practical experience as actor and director. In him were united, harmoniously and powerfully, the man of thought and the man of action.

Resolution
re the late
Professor
E. A. Dale
(Cont'd)

The life of the mind and of human associations was for him constantly enriched by the life of the spirit. He was the type of the Christian Humanist, who saw man always in relation to himself, to his fellows, and to God.

His work will live on in the continuing strength of those organizations he served so faithfully and so well in the University, the Church, and the community. But, above all, the influence of his spirit and outlook among those who knew and loved him will be his monumentum aere perennius."

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY

Adminis-
trative
matters
approved

CARRIED, the following administrative matters were approved:-

Appoint-
ments
and
Transfers

(a) Appointments and Transfers:

Health Service:

Miss C. M. Cossitt - Secretary, Men's Division, from Mar. 1, 1954 \$2,400 a year

Comptroller's Office:

G. L. Court - Assistant Comptroller, from Mar. 1, 1954 \$7,950 a year (formerly Chief Accountant)

Chief Accountant's Office:

D. J. Reid - Chief Accountant, from Mar. 1, 1954 \$6,300 a year (formerly Chief Accountant at the Press)

Personnel Office:

Mrs. M. K. Currie - Secretarial Stenographer, from Feb. 8, 1954 \$2,250 a year (formerly Stenographer in the School of Law)

Resigna-
tion

(b) Resignation:

Health Service:

Mrs. M. Baker - Secretary, Men's Division (salary \$2,400 a year) Feb. 28, 1954

Appro-
priations

(c) Additional appropriations:

Personnel Office:

Additional appropriations of - \$3,240 for "Salaries"
500 for "Office Supplies and Printing"
600 for "Office Furniture and Fixtures"

Comptroller's Office:

Additional appropriations of - \$2,650 for "Salaries"
400 for "Office Supplies"

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY

Confirma-
tion of -

CARRIED, the following matters were confirmed:-

Execution
of mining
lease,
Whitney
Bequest

(a) Execution of a mining lease to Zontelli Brothers, Inc., of a property in Crow Wing County, Minnesota, an interest in which was left to the University under the E. C. Whitney Bequest.

(b) Investment transactions:-

(1) Purchased for -

Marion Ferguson Foundation - Royal Conservatory of Music:

\$2,500 4½% Hydro-Electric Commission due July 15, 1969 @ \$102.00

Banting Research Foundation:

\$9,000 5% T. Eaton Realty Co. Mortgage due Mar. 15, 1973 @ \$104.25

(2) Sold for -

Hazel Ireland Eaton Scholarship - Royal Conservatory of Music:

\$1,000 3% Government of Canada due June 1, 1958 @ \$ 98.30

Invest-
ment
transac-
tions

Donations -

Donations were reported as follows, and

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were gratefully accepted:-

From -

Dr. Louis Blake Duff, an offer received of his collection of books on the History of Printing and Journalism, and his collection of books from private presses, for the University Library, these books to be given when the new Library building is completed.

Corporate Giving in Canada, an offer received to donate to the School of Social Work the research material and library accumulated by the organization in its study of corporate giving in Canada, for research purposes. An offer also received to give a filing cabinet and some office furniture, including two typists' desks and chairs.

Miss Grace Dempster, a \$5,000 Government of Canada Bond received, arrangements for its use to be made by her with the President.

The Estate of the late Mr. James Clemens of Cambridge, Mass., notification received of a residuary bequest consisting of 1/6 of the residue of the estate, the income therefrom to be used for research in the medical sciences. If the purposes for which the fund is created would best be furthered by the use of the principal, the Governors may direct that not more than 10% of the principal, as valued in the opening inventory of the fund, be used in any one fiscal year. It is estimated that the value of the share will be not less than \$65,000.00.

Electric Reduction Co. of Canada, Ltd., an offer received of a grant to provide for the services of a laboratory technician for the Department of Chemical Engineering, Pulp and Paper Department, in the amount of \$260 a month, payable on a quarterly basis. The grant would be initially for one year, and the Company hopes it could renew it from year to year.

Ladies' Auxiliary to Toronto Pharmacists, an offer received to establish two Bursaries of the value of \$200 each per annum in the Faculty of Pharmacy. One bursary is to be awarded to a graduate of an Ontario Secondary School entering the Faculty; the other to an undergraduate in the Faculty; and the awards to be made on the basis of financial need, providing academic standing is satisfactory. The first awards are to be made to the recipients in 1954-1955.

School of Nursing Alumnae Association, the sum of \$250 received, being the first payment on a Bursary for a student entering the basic Degree Course at the School of Nursing in September 1954. The award is to be of the value of \$250 a year for five years, a total of \$1,250. If the student receiving the bursary should withdraw without completing the course, the balance of the money remaining is to be available for a succeeding award to assist another student within the time limit of the original period of five years.

Various donors, the sum of \$250 received for a Bursary in the Course in Commerce and Finance, to be awarded on the recommendation of the Head of the Department of Political Economy, the Professor of Commerce, and the President of the University. It has been recommended that the award be made to Mr. R. Caterina.

Donations
(Cont'd)

From -

- The Canadian Institute of Forestry, an offer received of an annual medal to be awarded to the Fourth year student of the Faculty of Forestry who, in the opinion of a committee named by the President, has been the most outstanding in his class, taking into consideration academic standing and participation in Faculty activities. The first award is to be made available for presentation to a graduate of 1953-54.
- Professor T. R. Loudon, an offer received of a Prize of \$25.00 to be known as the "F. W. Baldwin Prize", and to be awarded to the student who, taking honours, stands highest in the structural subjects of the Third year of the Aeronautical Engineering Course.
- Professor T. R. Loudon, an offer received of a Prize of \$25.00 to be known as the "J. A. D. McCurdy Prize", and to be awarded to the student who, taking honours, stands highest in the aerodynamic subjects of the Third year of the Aeronautical Engineering Course.
- Atkinson Charitable Foundation, an offer received to continue for one year the \$4,000 donation for Bursaries to students in course at the University, payable to the recipients in 1954-55.
- Rockefeller Foundation, an offer received of an additional grant in the amount of \$2,000, or as much thereof as may be necessary, to enable Professor J. W. Wevers to visit the Near East to gain a direct acquaintance with contemporary Muslem thought and movements; the combined sum of the grant, totalling \$5,400., to be available over the period terminating December 31st, 1954, any balance remaining at that time to revert to the Foundation.
- Canadian Lumbermen's Association, an offer received to continue their award of the Timber Research Fellowship, payable to the recipient in 1954-55, in the amount of \$1,250.
- S. S. Kresge Co. Ltd., an offer received to continue their Fellowship, payable to the recipient in 1954-55, in the amount of \$1,200.
- Shell Oil Company, an offer received to continue their Fellowship for Research, payable to the recipient in 1954-55.
- Toronto General Hospital Alumnae Association, the sum of \$902.00 received to be added to the Jean I. Gunn Memorial Library Fund for the School of Nursing. The gift is to be used for books and periodicals for the Library, on authorization of the Director of the School of Nursing.
- Mrs. R. R. Graham, the sum of \$800 received, covering her annual contribution to the Roscoe Reid Graham Travelling Fellowship in Surgery.
- Mrs. E. A. Urwick, the sum of \$800 received as a further gift to the Mrs. E. A. Urwick Donation for the use of students in the School of Social Work.
- Imperial Oil Limited, an offer received to continue the award of the R. V. LeSueur Fellowship, payable to the recipient in 1954-55, in the amount of \$500.
- B'nai B'rith, Toronto Lodge No. 836, an offer received to continue their two awards in University College of \$125 each, and the one of \$100 in the Faculty of Medicine, for Scholarships, payable to the recipients in 1954-55.
- Miss Elsie Watt, the sum of \$312.50 received, being the first payment on the fifth Kathleen Russell Scholarship in the School of Nursing.
- Mrs. Hugh Gall, the sum of \$300 received to cover the Hugh Gall Award payable to the recipients in the amount of \$100 per annum in the Sessions 1954-55, 1955-56 and 1956-57.
- Mr. R. A. Bryce, an offer received to continue the U.T.S. Engineering Scholarship in the amount of \$250, payable to the recipient in 1954-55.
- Ontario Medical Association, the sum of \$200 received in relation to its grant to the Thunder Bay District for post-graduate medical education, this grant to be credited to the "Kellogg Foundation Grant - Pilot Programme in Decentralized Medical Education".

Donations
(Cont'd)

From -

College of Physicians and Surgeons of Ontario, the sum of \$200 received for the purchase of medical books and journals which have been approved by the Library Committee of the Faculty of Medicine, for use in the Library of the Faculty of Medicine.

Academy of Dentistry, the sum of \$100 received to continue their Prize payable to the recipient in 1954-55.

Mr. Robert W. Baldwin, the sum of \$25.00 received as a donation to the Garnet W. McKee - Lachlan Gilchrist Loan and Scholarship Fund.

National Cancer Institute of Canada, the sum of \$25.00 received as a supplementary grant to Project No. 12 - Ham to permit the purchase of enlarging paper.

Ontario Forest Industries Association, notification received that the award of their Scholarship is to be withdrawn. The \$250 now in the fund is to be made available for use in connection with forest insect investigations being carried on by the Department of Zoology.

Mr. R. F. Rodgers, the sum of \$25.00 received for the Samuel Beatty Fund, bringing the total to \$19,680.00; also the sum of \$25.00 for the Frank S. Hogg Memorial Fellowship Fund.

Massey-Harris-Ferguson Limited, an offer received to continue the award of their Scholarships, payable to the recipients in 1954-55, in the total amount of \$500.

Various donors, amounts received for the following funds:

- \$ 1,005.00 - for the H. M. Cassidy Memorial Research Fund, bringing the total to \$70,861.00
- 30.00 - for the Harold Adams Innis Memorial Fund, bringing the total to \$8,993.61.
- 165.00 - for the University College Alumni, Alumnae Giving Fund
- 2,120.00 - for the University of Toronto Dental Research Fund, bringing the total to \$46,338.45
- 50.00 - for the W. R. Taylor Memorial Fund, bringing the total to \$8,001.00.

Ontario College of Pharmacy, an offer received to transfer the following scholarships, medals, and awards to the University of Toronto, the same to be shown in the University Calendar as awards in the Faculty of Pharmacy:-

1. Awards the College is to provide:-

War Memorial Scholarship
D'Avignon Medal

2. Awards donated each year by various donors, who have given permission for the transfer of the awards to the University of Toronto:-

Borden Scholarship
Bristol Prize
Evans Medal in Pharmaceutical Chemistry
Mallinckrodt Prize
The Merck Prize
The P. T. Moisley Prize in History of Pharmacy
Pharmacy Foundation Scholarships

3. Endowed funds for awards, such as bequests. The opinion of the Solicitor for the College is yet to be obtained with regard to transferring the capital funds to the University, but in the meantime the awards are offered on an annual basis:-

John H. H. Jury Scholarship
Major F. A. Tilston, V.C., Scholarship
Senelnick Prize
Parke Scholarship and Medal
Roberts Scholarship and Medal

U.T.S.
Engin-
eering
Scholar-
ship

Mr. Burns drew attention to the offer of Mr. Bryce to continue for 1954-55 his donation of the U.T.S. Engineering Scholarship, of the value of \$250.00, and expressed to Mr. Bryce, on behalf of the Board, sincere appreciation of his further generosity.

University
Financial
Statements

Financial Statements of the University for the month of January 1954 were presented.

Matters
referred
to
Finance
Committee -

Payment
for pianos

The following matters were referred to the Finance Committee for consideration:-

Financing
acquisition
of proper-
ties

- (a) Request from the Royal Conservatory of Music that the University assume payment of \$30,150, the sum required to pay for the purchase of new pianos.
- (b) The financing of the acquisition of Orde Street properties -
 - 1. Authority to exercise options as follows:-
 - No. 12 at \$25,000
 - No. 14 at \$16,000
 - 2. Authority to take an option on No. 16 at \$17,500, and to exercise same.
 - 3. Source of funds for above purchases.

Amendment
to sign-
ing author-
ity for
Bank
accounts

In connection with the signing authority for Bank accounts, in order to include the Assistant Comptroller -

It was moved by Dr. Tory,
Seconded by Mr. Dalglish,
And unanimously carried,

that the resolution dated November 30th, 1951, be amended by deleting paragraph (1), which now reads as follows:-

- (1) that all cheques, drafts and orders for the payment of money drawn on any bank accounts operated in the name of the Governors of the University of Toronto may be signed by -
 - (a) any two of the Chairman, the President, the Comptroller and a member of the Board;
 - or
 - (b) the Bursar, the Chief Accountant, the Assistant to the Comptroller, when countersigned by the Chairman, the President, the Comptroller or a member of the Board;

and substituting the following:-

- (1) that all cheques, drafts and orders for the payment of money drawn on any bank accounts operated in the name of the Governors of the University of Toronto may be signed by -
 - (a) any two of the Chairman, the President, the Comptroller, the Assistant Comptroller, and a member of the Board;
 - or
 - (b) the Bursar, the Chief Accountant, the Assistant to the Comptroller, when countersigned by the Chairman, the President, the Comptroller, the Assistant Comptroller, or a member of the Board.

Resolution
re signing
authority
on Bank
accounts

The resolution re signing authority on
Bank accounts will therefore now read as follows:-

ON MOTION DULY MADE, SECONDED AND UNAN-
IMOUSLY CARRIED, it was RESOLVED -

- (1) that all cheques, drafts and orders for the payment of money drawn on any bank accounts operated in the name of the Governors of the University of Toronto may be signed by -
 - (a) any two of the Chairman, the President, the Comptroller, the Assistant Comptroller, and a member of the Board;
 - or
 - (b) the Bursar, the Chief Accountant, the Assistant to the Comptroller, when countersigned by the Chairman, the President, the Comptroller, the Assistant Comptroller, or a member of the Board;
- (2) that all cheques, drafts and orders for the payment of money drawn on -
 - (a) Payroll Account
 - (b) Current Expenditure Account in an amount not exceeding \$4,000.00
 - (c) Trust Account in an amount not exceeding \$1,000.00
 may be signed by any two of the Chief Accountant, Accountant, Assistant to the Comptroller and Accounting Assistant - General.
- (3) that all cheques, drafts and orders for the payment of money drawn on the Superintendent's Imprest Account may be signed by any two of the Superintendent, Executive Assistant Superintendent, Assistant Superintendent - Engineering and Development, Assistant Superintendent - Construction, and the Chief Clerk

*Indefinite
m.A.*

The meeting adjourned at 5:15 p.m.

Minutes confirmed.

March 30th 1954

[Signature]

Secretary

[Signature]

Chairman

Minutes of the meeting of the Board of Governors
held in the Board Room, Simcoe Hall, on Tuesday, March 30th, 1954, at
4 p.m.

Present -

The Chairman (Colonel Phillips)	Dr. Tory
The President	Dr. Samuel
The Chancellor	Dr. Johnson
Dr. Sullivan	Mr. Matthews
Mr. Osbourne	Hon. Mr. Justice Hope
Mr. Gordon	Mr. Clarke
Mr. Urquhart	Mr. Bryce
Mr. LaBine	Mr. Kelly
Mr. Ketchum	Mr. Burns
Mr. Dalgleish	
	Mr. A. G. Rankin, Comptroller
	Mr. C. E. Higginbottom, Secretary

Dr. Bissell, Vice-President, in attendance

54-3-1
Minutes
confirmed

The minutes of the previous meeting were presented
and -

Upon motion of Mr. LaBine,
Seconded by Mr. Urquhart,
And unanimously carried,

were confirmed.

54-3-2
Leaves
of
Absence

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY
CARRIED, leave was granted to the following members absent from the
previous meeting:-

The Chairman	Mr. Kelly
The Chancellor	Rt. Hon. Vincent Massey
Mr. Borden	Mr. Matthews
Mr. Duncan	Mr. Urquhart
Mr. Fennell	Mr. Vaughan
Mr. Gordon	

54-3-3
Finance
Committee
Report

Finance Committee Report No. 190 was presented
as follows, and -

Upon motion of Mr. Gordon,
Seconded by Mr. Burns,
And unanimously carried,

was adopted:-

54-3-3
Finance
Committee
Report
(Cont'd)

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting at the Toronto Club on Monday, March 1st, 1954, at 12:30 p.m., at which the following were present:-

Mr. Walter L. Gordon
(in the Chair)
The President
The Chancellor
Mr. W. A. Osbourne
Mr. Henry Borden
Mr. C. F. W. Burns

Mr. R. K. Martin,
Investment Counsel
Mr. J. R. M. Wilson,
Clarkson, Gordon &
Company
Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary

1. Report of Investment Counsel for Quarter ending December 31, 1953

At the request of the Chairman Mr. R. K. Martin, Investment Counsel, presented a quarterly progress report on the Investment Policy of the University.

2. Future Investment Policy - Mortgages

The Chairman informed the Committee that a proposal had been made to him by the General Manager of the Canadian Bank of Commerce for the University to participate, through the Bank, in the new arrangements which were being made by the Federal Government in connection with guaranteed mortgage loans. The Committee decided that it would be desirable to study the legislation pertaining thereto before making any recommendations in this connection.

3. Withdrawal of Building Funds from the Trust Endowment Pool and the Trust Investment Pool

There has been considerable fluctuation in the value of the bonds in the Trust Endowment Pool and the Trust Investment Pool since the date of their acquisition. At the end of the University's last fiscal year, June 30, 1953, the market value of these securities was substantially below cost. Since that time interest rates have fallen very considerably in the United States and to an appreciable extent in Canada also. As a result the market for high grade bonds has been extremely strong and the difference between the market values and costs of our securities has been reduced substantially. However, there is still an appreciable difference which creates a problem because of the necessity of disposing of considerable blocks of securities in order to finance the current building programme.

Your Committee has given careful study to this problem and recommends that the interest earned of \$294,512.04 on the Varsity Appeal funds - which were contributed essentially for the building programme and not for permanent endowment purposes - should be transferred to a 'General Reserve against Realization of Investments'. To the extent that losses are incurred upon the sale of securities held against the Varsity Appeal fund or any other building fund, such losses should be charged against the reserve provided in this way.

Concurrently your Committee recommends the following transfers to the Capital Funds section of the balance sheet:-

54-3-3
Finance
Committee
Report
(Cont'd)

Varsity Appeal fund	\$2,147,949.16	
General reserve against realization of investments	294,512.04	
Medical research - Best Institute	155,000.00	
Massey Foundation repayment	<u>400,291.07</u>	\$2,997,752.27
University College Men's Residences -		
Roland O. Daly Fund	\$ 1,733.03	
John Hoskin Bequest	24,201.82	
R. W. Leonard Bequest	354,222.84	
Sir Wm. Mulock U.C. Men's Residence	28,156.26	
U.C. Men's Residence Fund	22,987.40	
Mr. W. R. Nesbitt Donation	3,000.00	
E. C. Walker Bequest	115,761.05	
J. Harrington Walker Bequest	<u>62,269.67</u>	\$ 612,332.07
Best Institute -		
Charles H. Best Institute Fund	\$ 74,774.19	
Medical Research Fund - Anonymous	179,672.52	
Medical Research Fund - Best Institute equipment	<u>59,937.00</u>	\$ 314,383.71
Nursing Building -		
F. K. Morrow Donation	\$ 32,091.35	
Ontario Government Grant	<u>122,594.75</u>	\$ 154,686.10
		<u>\$4,079,154.15</u>

Your Committee recommends that the following securities
be transferred out of the Trust Investment Pool:-

54-3-3
Finance
Commit-
tee
Report
(Cont'd)

		Par Value	Book Value	Market Value	Accrued Interest
#	C.N.R.				
	Dom. of Can.				
		5%	Feb. 1, 1954	\$ 114,724.36	\$ 2,349.75
		3%	June 1, 1953-58	4,500.00	11.10
		3%	Jan. 1, 1956-59	7,504.96	112.81
		3%	Oct. 1, 1959-63	535,570.66	3,924.10
		3%	Dec. 15, 1963-65	340,000.00	447.12
		3%	Mar. 1, 1961-63	70,891.24	706.11
	H.E.P.C.				
				\$ 114,637.10	
				4,392.00	
				7,282.50	
				496,450.06	
				307,700.00	
				65,675.00	
				\$ 996,136.66	\$ 7,550.99

Accrued interest
Cash

7,550.99
265.01
\$1,081,401.88

Sold December 31, 1953

Your Committee recommends that the following securities be transferred out of the Trust Endowment Pool:-

#	Dom. of Can.	3%	Nov. 1, 1953-56	\$ 917,923.76	\$ 907,481.40	\$ 4,484.23
#		3%	May 1, 1954-57	287,998.63	284,925.00	1,430.14
#		3%	June 1, 1957-60	417,620.38	397,643.25	1,017.37
#	C.N.R.	5%	Feb. 1, 1954	44,028.03	44,052.80	916.16
	Prov. of Ont.	3 1/2%	June 30, 1960-62	48,937.50	48,500.00	-
	H.E.P.C.	3%	Dec. 15, 1963-65	746,253.42	678,750.00	986.30
		3%	Nov. 1, 1967-69	324,596.59	288,360.00	1,597.81
		3%	Apr. 1, 1968-70	72,324.04	64,605.00	546.00
				\$ 2,859,682.35	\$ 2,714,317.45	\$ 10,978.01
				127,091.91		
				10,978.01		
				\$ 2,997,752.27		

Cash
Accrued interest

Sold December 31, 1953

54-3-3
Finance
Committee
Report
(Cont'd)

It will be noted that the difference at December 31, 1953, between market and book value of the securities to be transferred was as follows:-

	<u>Book Value</u>	<u>Market Value</u>	<u>Differ- ence</u>
Trust Investment Pool	\$1,073,585.88	\$ 996,136.66	\$ 77,449.22
Trust Endowment Pool	<u>2,859,682.35</u>	<u>2,714,317.45</u>	<u>145,364.90</u>
	<u>\$3,933,268.23</u>	<u>\$3,710,454.11</u>	<u>\$222,814.12</u>

The value of the securities held has increased quite considerably since December 31, 1953, and if all the securities held for these building funds were sold at the present time, the proposed reserve of \$294,512.04 would be more than sufficient to absorb the losses incurred. If the bond market continues to rise, as seems to be the prevailing professional opinion, it may well be that the eventual losses upon the disposal of these securities will be considerably less than is indicated by the amounts quoted.

4. Withdrawal of Administrative Pension Plan Trust Funds from the Trust Investment Pool

Your Committee was informed that as of December 31, 1953, the Administrative Pension Trust Funds included in the Trust Investments Pool amounted to \$155,158.98, and recommends that investments be withdrawn from the Pool and allocated as specific investments of these funds. The selection of the following securities for this purpose was recommended for approval:-

\$160,000 Province of Ontario 3½% Bonds, due June 30, 1960-62, having a book value of \$155,600 and a market value of \$155,206 as of December 31, 1953

5. Request from Board of Directors of the Royal Conservatory of Music for the sum of \$30,150 to finance the purchase of new Pianos

At their meeting held on Thursday, February 25th, the Board of Governors referred to the Finance Committee the request from the Board of Directors of the Royal Conservatory of Music that the University assume payment of \$30,150 for pianos purchased. After considering the matter at length your Committee recommends -

Upon motion of Mr. Osbourne,

Seconded by Mr. Burns,

that the University pay the obligation of \$30,150, and charge the amount against current operations. The Committee also recommends that the Conservatory be required to make provision in its annual budget for repayment to the University of \$6,150 in 1954-55 and of \$6,000 a year for the four years thereafter.

6. Financing of Acquisition of New Properties now under Negotiation

Your Committee considered the appropriate source of funds for the acquisition of properties on Orde Street and at 65 St. George Street, which had been referred to it by the Board, the situation being as follows:-

		<u>Optioned at</u>	<u>Proposed Option</u>	<u>Total</u>
Orde Street	(No. 12	\$ 25,000		\$ 25,000
	(No. 14	16,000		16,000
	(No. 16		\$17,500	17,500
St. George Street	No. 65		47,500	47,500
				<u>\$106,000</u>

Your Committee recommends that if, and when, these properties are acquired, the cost of same be charged to Capital Funds.

54-3-3
Finance
Committee
Report
(Cont'd)

7. Pension Plans

Your Committee discussed briefly the question of pension plans in general throughout the University, including those which may be necessary for the hourly workers, and deferred consideration of the matter until completion of the report which Mr. Coburn is preparing.

The meeting adjourned at 2:20 p.m.

All of which is respectfully submitted.

(Sgd) W. L. Gordon,
Chairman of Committee
(Sgd) C. E. Higginbottom,
Secretary"

March 1st, 1954

54-3-4
Connaught
Laborator-
ies
By-Law

At the request of the Chairman, Dr.

Tory, the Chairman of the Connaught Committee, presented a proposed re-draft of By-Law XVI of the General By-Laws of the Governors of the University of Toronto respecting the Connaught Medical Research Laboratories, and -

Upon motion of Dr. Tory,
Seconded by Mr. Osbourne,
And unanimously carried,

By-Law XVI was adopted as follows:-

CONNAUGHT MEDICAL RESEARCH LABORATORIES

XVI.

- (1) There shall be a committee to be called the "Connaught Committee" and herein referred to as "the Committee".
- (2) The Committee, which shall be appointed annually by the Board, shall consist of the President and the Chairman of the Board, who shall be ex officio members, and six other members of the Board. Appointed members of the Committee may be removed by resolution of the Board without prior notice of motion of such resolution. At the first meeting of the Board in October in each year, or as soon thereafter as may be convenient, the Board shall appoint from among the members of the Committee a Chairman and a Vice-Chairman thereof.
- (3) The Committee shall be subject in all respects to the general regulations contained in Part X of these by-laws.
- (4) The Committee shall, subject always to the jurisdiction of the Board and to the provisions of these By-Laws, act for the Board in and in relation to the affairs of the Connaught Medical Research Laboratories (hereinafter called "the Laboratories") and shall be directly responsible to the Board for :
 - (a) The management and operation of the Laboratories and the development of long and short term policy in regard to all questions relating thereto. The Committee shall make such recommendations to the Board as it deems fit from time to time in connection with all matters relating to such policy.
 - (b) The supervision of the application of such policy as may have been established by the Board from time to time relating to the management and operation of the Laboratories.

54-3-4
Connaught
Laborator-
ies
By-Law
(Cont'd)

THE DIRECTOR

(5) There shall be a Director of the Laboratories who shall be appointed by the Board on the recommendation of the President.

The Director shall be the chief executive officer of the Laboratories and shall be directly responsible to the Committee. He shall have such responsibility and authority as may be delegated to him from time to time by the Committee within the scope of its own authority.

The Committee shall be responsible for setting out to the Director from time to time an explicit statement in writing of such responsibility and authority.

THE FINANCIAL ADMINISTRATOR

(6) There shall be a Financial Administrator of the Laboratories who shall be appointed by the Board on the nomination of the Committee. He shall be responsible to the Committee for :

(a) The co-ordination and supervision of the financial and accounting functions of the Laboratories;

(b) The integration of these functions with the requirements of the Director within the scope of the authority delegated to the Director by the Committee within the scope of its own authority; and

(c) Such other duties as may from time to time be delegated to the Financial Administrator by the Committee within the scope of its own authority.

He shall be responsible to the Board through the Comptroller for the effective application within the administrative, financial and accounting functions of the Laboratories of the principles, procedures and practices established from time to time by the Comptroller and shall at regular intervals report to the Committee with respect thereto.

The terms of employment of the Financial Administrator, including (without limiting the generality of the expression "terms of employment") his remuneration and alterations thereof, shall be subject to the approval of the Board and he shall hold office subject to the terms of his employment at the pleasure of the Board.

BUDGET AND BUDGET CONTROL

(7) The operation of the Laboratories shall be based on a budget approved by the Board.

The budget recommended by the Committee shall be presented to the Board not later than the last Board meeting in April of each year and when the budget as submitted or varied is approved by the Board it shall constitute the basis for the financial control of operations of the Laboratories and the authority for expenditures embodied therein without further reference to or approval by the Board.

The budget shall set forth in all necessary detail the financial requirements of the Laboratories for the ensuing fiscal year and without limiting the generality of the expression "financial requirements" shall include the necessary detail in relation to normal capital expenditure requirements.

All capital expenditures relating to new building construction shall be dealt with separately from the budget. They shall be made only upon prior recommendation of the Committee and prior approval of the Board.

All tenders, contracts, agreements and commitments relating to new building construction shall be in the name of and executed by the Board and shall be subject in the usual manner to the supervision of the Department of the Superintendent of the University of Toronto.

54-3-4
Connaught
Laborator-
ies
By-Law
(Cont'd)

All capital expenditures shall be subject to the prior approval of the Committee.

The fiscal year of the Laboratories shall correspond with the fiscal year of the University.

STAFF AND APPOINTMENTS

(8) The Committee shall be responsible for the co-ordination of the wage, salary and compensation structure of the Laboratories with that of the University, having regard to respective terms and conditions of employment.

(9) The Committee shall have authority to appoint the professional staff of the Laboratories on the recommendation of the Director subject to the prior approval of the President. The terms and conditions of employment of members of the professional staff shall be correlated as closely as possible to the terms and conditions under which corresponding staff may be employed by the University. The employment of non-professional staff shall be subject to such regulations as the Committee deems necessary from time to time and within the terms of such regulations authority in respect of such employment may be delegated as the Committee sees fit.

BANKING

(10) The Committee shall open on its own authority and operate in the name of the Laboratories such bank accounts as the Board may from time to time determine. The signing authorities for the operation and certification of any such bank accounts shall be established as may be necessary from time to time by resolution of the Committee.

The general powers hereby conferred do not include the power to overdraw any bank account or to borrow money, which power may be exercised only by the Board.

SURPLUS FUNDS

(11) On or before the 30th day of September in each year any moneys received by the Laboratories in connection with the carrying on of their work and considered by the Committee to be not required for the operations of the Laboratories during the ensuing year shall be transmitted by the Committee to the Board and invested by the Board for the account of the Laboratories.

INVESTMENTS

(12) All investments on behalf of the Laboratories shall be made by the Board.

SECURITIES

(13) All securities held by or for the Laboratories shall be deposited with the Board for safekeeping. If any part of the proceeds of such securities is from time to time required for any purposes of the Laboratories approved by the Board, the same shall be sold by the Board on the written request of the Committee and the net proceeds paid over to the Committee.

AUDITS AND REPORTS OF THE COMMITTEE

(14) The accounts of the Laboratories shall be audited by the University auditors and the audited financial statements accompanied by the annual report of the Committee for the fiscal year ended June 30th shall be submitted to the Board not later than the last meeting of the Board in the following October.

54-3-4
Connaught
Laborator-
ies
By-Law
(Cont'd)

- (15) The Committee shall also submit to the Board from time to time such reports as the Board may require.
- (16) In addition to any other reports which the Board may require there shall be prepared and forwarded to the Board through the Comptroller a Balance Sheet and Operating Statement showing the position of the Laboratories and the operating results for the expired part of the current fiscal year as of 30th September, 31st December, 31st March and 30th June, and such statements shall be presented to the Board during the month following their receipt by the Comptroller.
- (17) Proper inventory control records of buildings, building equipment and operating equipment shall at all times be maintained. Charges for depreciation and obsolescence shall be in accordance with policies prescribed by the Committee.

CONTRACTS

- (18) Subject to the provisions of Section (7) contracts on behalf of the Laboratories shall be signed as directed by resolution of the Committee and such documents shall be in the custody of the Financial Administrator of the Laboratories.

INSURANCE AND FIDELITY BONDS

- (19) The Committee shall be responsible for determining the amount and nature of insurance on the property of the Laboratories and of fidelity bonds on employees of the Laboratories which shall be placed through the Comptroller.

PATENTS, TRADEMARKS AND COPYRIGHTS

- (20) The Committee shall be responsible for the development of, application for, and the custody and preservation of all patents, trademarks and copyrights of the Laboratories.

54-3-5
Conserva-
tory
Legisla-
tion

The Chairman informed the Board that legislation in connection with the Royal Conservatory of Music of Toronto was being presented to the Provincial Legislature, and that he hoped to give consideration to a re-draft of the By-Laws pertaining to the Conservatory at the next meeting of the Board.

54-3-6
Letter
from
Women's
College
Hospital

The following letter was presented from the
Women's College Hospital:-

"Women's College Hospital
Toronto 5

March 17, 1954

Mr. C. E. Higginbottom, F.C.I.S.,
Bursar and Secretary to the
Board of Governors,
University of Toronto,
Toronto, Ontario.

Dear Sir:-

On behalf of the Board of Governors of Women's College Hospital, I acknowledge with appreciation your letter of March 1st transmitting the action of the Board of Governors of the University of Toronto in declaring Women's College Hospital to be a teaching hospital for Pharmacy.

54-3-6
Letter
from
Women's
College
Hospital
(Cont'd)

The members of the Board have asked me to express to Dr. Sidney Smith our sincere thanks for his interest in this endeavour on our behalf, and a copy of our letter to him is enclosed.

Yours very sincerely,

(Sgd) Marjorie Shaw
Mrs. J. E. Shaw
Honorary Secretary"

54-3-7
Christian
Science
Students

There was also presented a letter from the Christian Science Committee on Publication for Ontario, renewing their request that Christian Science students be permitted upon enrolling to apply for exemption from medical examinations and inoculations, but the Board decided that no change be made in the regulations.

54-3-8
Revision
of
General
By-Laws

The matter of the revision of the "General By-Laws of the Governors of the University of Toronto" was again deferred.

54-3-9
Institute
of Child
Study
Annex

The question of the construction of an Annex for the Institute of Child Study, to provide for additional grades, was discussed. This matter was referred to the President for further study, to be considered by the Board at a later meeting.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, recommendations of the President were approved as follows:-

54-3-10
Appoint-
ments

(a) Appointments - 1953-54

E. V. White

- Research Associate in Chemistry,
Mar. 15 to June 30, 1954 - with-
out salary

Physics:

Class Assistants:

C. B. Benson	\$250	J. R. Cunningham	\$250
W. F. J. Hare	250	W. J. Heikkila	250
L. Krause	250	D. R. Lovejoy	250
P. M. Mathai	450	J. Romanko	250

J. Dales

- Assistant Professor in Political
Economy from July 1, 1954 \$5,500
a year

A. A. Michotte

- Visiting Professor in Psychology,
Apr. 15 to June 7, 1954 \$2,500

54-3-10
Appoint-
ments
(Cont'd)

Faculty of Medicine:

Hygiene & Preventive Medicine:

Miss M. Bowden - Laboratory Assistant, Mar. 1 to June 30, 1954 \$1,692 a year
Mrs. W. Gould - Laboratory Attendant, Mar. 1 to June 30, 1954 \$1,526 a year

Medicine:

R. M. Bremner - Fellow, Dec. 1, 1953 to June 30, 1954 \$1,600
Miss L. H. Mitis - Fellow, July 1, 1953 to June 30, 1954 \$1,400
A. T. Jousse - Acting Director of Physical and Occupational Therapy, July 1, 1953 to June 30, 1954 \$3,500

Faculty of Applied Science and Engineering:

R. R. McLaughlin - Dean of the Faculty of Applied Science and Engineering, and Professor and Head of the Department of Chemical Engineering, from July 1, 1954 \$12,500 a year

Chemical Engineering:

Demonstrators:

S. S. Berman) Apr. 1 to Apr. 15, 1954 \$35
D. E. Rivington) \$85.94
L. Mezei) Mar. 1 to Apr. 15, 1954 \$150
B. B. Mithel) \$150

Faculty of Dentistry:

Miss J. M. T. Redman - Stenographer in the Secretary's Office, Mar. 8 to June 30, 1954 \$1,850 a year

School of Law:

D. W. Mundell - Associate in Public Law \$200
H. S. Parkinson - Associate in Conveyancing 200
R. W. Macaulay) 50
R. M. Sedgewick) Demonstrators 50

School of Hygiene:

Mrs. J. Maur) Senior Research \$3,000 a year
) Fellows in Public
) Health Nutrition,
) Apr. 1, 1954 to
Miss G. Ozawa) Mar. 31, 1955 \$2,800 a year

54-3-11
Resigna-
tions

(b) Resignations:

Faculty of Arts:

Miss J. Northcott - Research Associate in Chemistry (without salary) Feb. 17, 1954

Faculty of Applied Science and Engineering:

K. F. Tupper - Dean (salary \$14,000) June 30, 1954
P. Nordin - Lecturer in Chemical Engineering (salary \$375 a month) May 31, 1954

Ontario College of Education:

H. A. McGuire - Associate Professor of Education and Supervisor of Practice Teaching (salary \$7,400) June 30, 1954

School of Graduate Studies:

Mrs. D. Gordon - Clerical Assistant (salary \$1,800) Apr. 16, 1954

Faculty of Dentistry:

F. L. Cole - Associate Professor of Prosthodontics (salary \$120) Feb. 28, 1954
Miss W. J. Doughty - Dental Nurse (salary \$150.50 a month) Feb. 28, 1954

54-3-12
Retire-
ment

(c) Retirement:

H. A. McGuire - Dean, University of Toronto Men's Residences (salary \$500) June 30, 1954

54-3-13
Leaves of
Absence

(d) Leaves of Absence:

Faculty of Arts:

- | | |
|--------------|---|
| H. N. Milnes | - Assistant Professor in German,
July 1 to Dec. 31, 1954 - with
salary |
| J. W. Wevers | - Assistant Professor in Oriental
Languages, Apr. 12 to Dec. 31,
1954 - with salary |
| A. Holland | - Assistant Mechanician in Physics,
Feb. 9 to June 30, 1954 - with
salary |

Ontario College of Education:

- | | |
|---------------|--|
| H. A. McGuire | - Associate Professor of Education
and Supervisor of Practice
Teaching, Apr. 1 to June 30,
1954 - with salary |
|---------------|--|

School of Law:

- | | |
|-----------------|---|
| W. G. Friedmann | - Professor, Mar. 8 to Mar. 29,
1954 - with salary |
|-----------------|---|

54-3-14
University
Extension
Courses

(e) University Extension Courses:

Evening Tutorial Classes:

- | | | |
|----------------------|---|------|
| C. Gunning | - Radio Writing | \$60 |
| Mrs. Florence Aymong | - Oral Expression Advanced | 50 |
| T. Benson | - Radio Writing | 10 |
| H. H. Monkman | - English for Newcomers -
Conversational | 400 |
| M. I. Teicher | - Social Science | 30 |
| Miss A. Lash-Miller |) | 100 |
| F. St.G. Spendlove |) Treasures of Chinese Art, | 60 |
| Miss H. E. Fernald |) Royal Ontario Museum | 40 |
| C. Chong |) | 7.50 |

Examinations of Graduates in Medicine of European

Universities:

- | | | |
|-------------------|------------------------------------|--|
| D. A. Duckworth |) | |
| J. C. Watt |) Anatomy | |
| C. G. Smith |) | |
| W. H. Barnes | - Presiding Officer, Anatomy | |
| A. M. Wynne |) | |
| G. C. Butler |) Bio-Chemistry | |
| B. F. Crocker |) | |
| C. W. Helleiner | - President Officer, Bio-Chemistry | |
| R. E. Haist | - Presiding Officer, Physiology | |
| E. A. Sellers | - Physiology | |
| H. Kalant |) | |
| J. V. Basmajian |) English | |
| Mrs. Helen Tucker |) | |
| Mrs. Aymong |) | |

Two Assistants to be named later - Assisting as
'patients'.

(Remuneration to above Examiners to be indicated later)

Course in Human Needs and Services - International Social

Welfare:

- | | | |
|-----------------------|----------------------|-------|
| S. K. Jaffary | - Director of Course | \$150 |
| C. E. Hendry |) | 20 |
| M. G. Ross |) Lecturers | 20 |
| W. Line |) | 20 |
| Three other Lecturers | to be named later | - 60 |

Course in Radiography:

- | | | |
|---------------|-------------|------|
| Miss L. Keogh | - 1 lecture | \$ 5 |
| H. Menagh | - 1 lecture | 5 |

Short Courses:

- | | | |
|-------------------|--------------------------------------|-------|
| Mrs. Helen Tucker | - Oral Expression for
Instructors | \$250 |
|-------------------|--------------------------------------|-------|

54-3-14
University
Extension
Courses
(Cont'd)

Business and Industry Courses:			
Essentials of Public Administration:			
M. G. Taylor	\$250	V. W. Bladen	\$25
T. C. Graham	25	G. E. Gathercole	25
E. Hardy	25		
Essentials of Public Administration - Business Management for the Electrical Contractor:			
J. C. Sawatsky	\$45	S. G. Hennessey	\$130
J. B. Milner	45		
Business Management for the Electrical Contractor:			
B. Y. Haddy	\$20	J. H. Garlick	20
Mrs. Helen Tucker	- Oral Expression for Investment Executives		\$250
J. T. Lee	- Salesmanship		200
Warehousing and Distribution:			
K. S. Bernhardt	\$20	G. H. Barrable	20
C. A. Thompson	20	H. Habson	20
W. A. Bryce	20	S. Stykolt	20
A. R. Howlett	20		

54-3-15
Appropri-
ations

(f) Additional appropriations and deductions in appropriations:

Chemistry:

An additional appropriation of \$750 for "Supplies"; and a deduction of \$750 from "Salaries".

Slavic Studies:

An additional appropriation of \$650 for "Library"; and a deduction of \$650 from "Salaries".

Ophthalmology:

An additional appropriation of \$500 for "Apparatus"; and a deduction of \$500 from "Supplies".

Pathology:

An additional appropriation of \$2,050 for "Apparatus and Equipment"; and a deduction of \$2,050 from "Salaries".

Faculty of Medicine:

An additional appropriation of \$500 for "Office Supplies"; and a deduction of \$500 from "Medical Postgraduate Account".

Chemical Engineering:

An additional appropriation of \$375 for "Supplies"; and a deduction of \$375 from "Salaries".

Miscellaneous:

An additional appropriation of \$2,500 for "Salaries" in Psychology; and a deduction of \$2,500 as follows:-
\$1,800 from "Visiting Lecturers, Division I," and
\$700 from "Visiting Lecturers, Division II," in the
School of Graduate Studies

An additional appropriation of \$1,206.25 for "Supplies" in Medical Research - Banting; and a deduction of \$1,206.25 from account for "Nutrition Foundation, Inc. Best".

University Extension:

Additional appropriations of \$800 for "Advertising" and \$2,174.40 for "Clerical Assistance"; and a deduction of \$2,974.40 from "Salaries".

Additional appropriations, totalling \$22,000., as follows:-

"Office Supplies"	\$ 1,500
"Books on Loan"	100
"Travelling Expenses"	300
"Pass and General Course for Teachers - Winter"	500
"Evening Tutorial classes"	5,000
"Business and Industry Classes"	5,500
"Certificate Course in Business"	300
"Division of Public Safety"	700
"Certified Public Accountants' Association"	2,000
"Canadian Credit Institute"	1,000

Forward \$16,900

54-3-15
Appropriations
(Cont'd)

University Extension (Cont'd):

Additional appropriations (Cont'd):	Forward	- \$16,900
"Chartered Life Underwriters"		1,000
"Society of Industrial and Cost Accountants' of Ontario"		1,000
"Insurance Institute of Canada"		1,000
"Investment Dealers' Association"		1,600
"Projection Service"		500
		<u>\$22,000</u>

54-3-16
Statutes
of Senate

(g) Statutes of Senate:

Nos. 2268 -	respecting the Christina Arkle Prize
2269 -	" the California Standard Company Graduate Fellowship and the California Standard Company Undergraduate Scholarships
2270 -	respecting the Beatrice Hally Memorial Prize
2271 -	respecting the Massey-Harris-Ferguson Limited Scholarships

54-3-17
Resignation of
Dean
Tupper

In connection with the resignation of Dean K. F. Tupper as Dean of the Faculty of Applied Science and Engineering, and the appointment of Professor R. R. McLaughlin as Dean of the Faculty and Head of the Department of Chemical Engineering, the Board expressed deep regret at Dean Tupper's resignation.

54-3-18
Cheques
from Federated
Colleges
re
Federal
Aid

The President informed the Board of the receipt of the following cheques from the Federated Colleges which he had acknowledged, representing 60% of the federal aid received with respect to Arts students enrolled at the Colleges:-

Victoria University	-	\$84,039.75
Trinity College	-	37,025.69
St. Michael's College	-	46,084.21

Attention was drawn to the statement in President Moore's letter transmitting the cheque from Victoria, that the Board of Regents, as in former years, does not wish this action to be construed as establishing a precedent in the disposition of subsequent federal grants.

54-3-19
Federal
Grants to
Ontario
Universities

A statement showing federal grants to universities as distributed in Ontario was presented as follows:-

FEDERAL GRANTS TO UNIVERSITIES AS DISTRIBUTED IN ONTARIO

	1951-52			1952-53			1953-54		
	No. of Full-time Students	Grant	Provin- cial Total	No. of Full-time Students	Grant	Provin- cial Total	No. of Full-time Students	Grant	Provin- cial Total
1. Net Grant to University of Toronto 100% re enrolment exclusive of Federated Colleges	6,009	\$ 758,990	33.02	5,681	\$ 769,581	32.29	5,943	\$ 859,017	35.08
20% of O.C.E. grant	470	11,873		446	12,083		428	12,372	
	<u>6,479</u>	<u>\$ 770,863</u>	<u>33.53</u>	<u>6,127</u>	<u>781,664</u>	<u>32.80</u>	<u>6,371</u>	<u>\$ 871,389</u>	<u>35.59</u>
60% of grant for Arts Students (Victoria	1,210	\$ 91,635		1,052	85,445		969	84,040	
at (Trinity	458	34,706		414	33,677		427	37,026	
(St. Michael's	526	39,868		505	41,069		531	46,084	
	<u>2,194</u>	<u>\$ 166,209</u>		<u>1,971</u>	<u>\$ 160,191</u>		<u>1,927</u>	<u>\$ 167,150</u>	
Net to University of Toronto	<u>8,673</u>	<u>\$ 937,072</u>	<u>40.76</u>	<u>8,098</u>	<u>\$ 941,855</u>	<u>39.52</u>	<u>8,298</u>	<u>\$ 1,038,539</u>	<u>42.42</u>
II. Principal Recipients									
Queen's	2,093	\$ 264,126	11.5	2,173	294,300	12.4	2,150	310,715	12.69
Western	1,908	240,909	10.5	1,872	253,551	10.6	1,919	277,415	11.33
McMaster	953	120,224	5.2	933	126,299	5.3	903	130,505	5.33
Ottawa	1,266	159,763	6.9	1,368	185,397	7.8	1,159	167,477	6.84
Ontario Agricultural College	511	64,595	2.8	517	70,060	2.9	520	75,169	3.07
Ontario Veterinary College	316	39,768	1.7	272	36,937	1.6	319	46,032	1.88
Carleton	397	50,113	2.2	402	54,332	2.3	375	54,112	2.21
Pharmacy	419	52,871	2.3	425	57,669	2.4	-	-	-
U. of T. (incl. O.C.E.)	6,479	818,355	35.6	6,127	829,999	34.8	6,371	920,881	37.61
Victoria (incl. Theology)	1,304	164,591	7.2	1,146	155,133	6.5	1,057	152,786	6.24
Trinity (do. do.)	506	63,905	2.8	457	61,958	2.6	471	68,068	2.78
St. Michael's (do. do.)	646	81,606	3.5	569	76,971	3.2	584	84,473	3.45
III. GRAND TOTAL - ONTARIO	<u>18,203</u>	<u>\$ 2,298,750</u>	<u>100%</u>	<u>17,593</u>	<u>\$ 2,383,000</u>	<u>100%</u>	<u>16,939</u>	<u>\$ 2,448,500</u>	<u>100%</u>
IV. Grant per student		\$ 126.31			\$ 135.46			\$ 144.54	

March 17th, 1954

54-3-19
Federal
Grants
to
Ontario
Univer-
sities
(Cont'd)

Other recommendations of the President were presented as follows, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were approved:-

54-3-20
Diploma
Course,
Dentistry

(a) That in the Faculty of Dentistry the fee of \$500 for the one-year diploma course be payable on the basis of \$250 for each year of a two-year course.

54-3-21
Postgrad-
uate
Courses,
Dentistry

(b) That in the Faculty of Dentistry the tuition fees for the Post-graduate Courses be as follows:-

Five-day course	\$100 (formerly \$75.00)
Three-day courses	\$ 60 (formerly \$50.00)
Two-day courses	\$ 40

54-3-22
Foster
Bequest

(c) That the following amounts be paid from the income for 1954-55 from the Foster Bequest:-

To the Department of Zoology for			
Dr. K. C. Fisher -			
Salaries	\$2,400		
Materials and equipment	<u>600</u>	-	\$ 3,000
To the Banting and Best Department of			
Medical Research for Dr. C. H. Best -			
Salaries - W. R. Franks	\$1,800		
W. S. Hartroft	<u>7,200</u>		9,000
To the Department of Anatomy for			
Dr. A. W. Ham -			
Salary - Dr. A. F. Howatson			<u>5,000</u>
			<u>\$17,000</u>

54-3-23
Payment to
Connaught
Laborator-
ies from
Cancer
Research
Bequests

(d) That the sum of \$500 be forwarded to the Connaught Medical Research Laboratories for Dr. R. C. Parker, this amount to be paid as follows:-

From the Lauretta M. Seldon Estate -	\$80 (or balance available)
From the donation of the Glencoe	
Branch of the Canadian Red Cross	100
From the Dr. Margaret Bickle dona-	
tion	100
From the Allen F. S. Robertson	
Estate	<u>220</u>
	<u>\$500</u>

54-3-24
Members of
Staff en-
gaging in
outside
remunera-
tive
employment

Arising from Finance Committee Report

No. 189, which was presented to the meeting of the Board held on January 28th, the President gave a very comprehensive explanation of the work done outside the University by members of the staff during the term and the summer months, and the extent to which outside employment is participated in, which indicated that a relatively small percentage engaged in remunerative work in addition to their regular University duties.

54-3-25
Nellie L.
Pattinson
Bequest -
Amount
for
Nutrition
Research

Under the Will of the late Nellie Lyle Pattinson, former member of the staff of the Household Science Department at the University of Toronto, the residue of the estate was divided into six parts, two parts to be paid to the University of Toronto as follows:-

- (a) for medical
- (b) for nutrition research

The University having already received \$10,400.00, the Board, ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, approved of the President's recommendation that in connection with the amount set aside for nutrition research, \$5,200.00 be applied on the following research project:-

- A. Title - A Nutritional Study of Canadian Wheat and Wheat Products
- B. Objective - To study the nutritional characteristics of wheat and wheat products per se and as affected by processing procedures and additives.
- C. Cooperating Departments
Food Chemistry (Dr. M. D. Smith)
Household Science (Dr. B. A. McLaren)
- D. Plan of Study
 - 1. Food Chemistry - Balanced diet studies on enriched white flour as used in Newfoundland with special emphasis on the calcium, iron and fluorine additives.
 - 2. Household Science - Nutritional study of the effect of processing procedures e.g. milling, additives, etc., on specific nutrients and their effect on assimilation.

New products will be developed using flour which has been treated and these products will be evaluated for palatability and consumer acceptance.
- E. Division of Funds - One-half to Department of Food Chemistry
One-half to Department of Household Science.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following administrative matters were approved:-

54-3-26
Appoint-
ment

- (a) Appointment:
Superintendent's Office:
 D. A. Dawson - Assistant (Mechanical Engineer) from Mar. 15, 1954 at a salary of \$5,000 a year, to be increased July 1, 1954, to \$5,200 a year

54-3-27
Resigna-
tion

- (b) Resignation:
Superintendent's Office:
 D. W. Whalen - Assistant (Mechanical Engineer) (salary \$4,600) Apr. 9, 1954

54-3-28
Appropriations

- (c) Additional appropriations and deductions in appropriations:
School of Nursing:
 An additional appropriation of \$4,751.00 for "Salaries".
Bursar's Office:
 An additional appropriation of \$240.00 for "Salaries";
 and a deduction of \$240.00 from "Contingencies".

54-3-29
Use of
Aura Lee
Grounds

- (d) Application from the Canada Life Staff Association for the use of the Aura Lee Grounds during the summer months of 1954, the rental to be the same as in 1953, viz: \$1,200.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board confirmed the execution of the following documents:-

54-3-30
Amended
Union
Agreement

- (a) Amended agreement with the International Union of Operating Engineers, Local 796.

54-3-31
1954
edition,
"Materia
Medica"

- (b) Agreement relating to the publication of a 1954 edition of Henderson's "Materia Medica", whereby the University of Toronto Press commission has been increased from 20% to 25%.

54-3-32
Donations -

Donations were reported as follows, and

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were gratefully accepted:-

From -

The Estate of the late Mrs. Eva F. Young, a notification received of a bequest under her Will, consisting of the residue of her Estate, to found as a memorial to her son, Roland T. Young, one or more scholarships or bursaries to be known as the "Roly Young Scholarship or Bursary", the net annual income from the fund to be awarded annually in the Drama Department of The Royal Conservatory of Music of Toronto.

The Associates of the University of Toronto, Inc., the following donations:-

\$ 3,000	(U.S.funds)	for two Woodrow Wilson Fellowships
2,000	"	for research scholarships in
		Physics under Dr. Lachlan Gilchrist, who recommends that the
		donation be added to the fund for
		The Class of 1904 in Arts Scholarship
2,000	"	for the Faculty of Forestry for
		basic research in regeneration
		problems
1,000	"	for University College for a Com-
		mon Room in the Men's Residence
1,000	"	for the Gordon Ferrie Hull Fellow-
		ship in Physics in the School of
		Graduate Studies
5,000	"	for the Mary and Wallace Duncan
		Fund to further Orthopaedic Sur-
		gery
500	"	to be added to the Samuel Beatty
		Fund
500	"	to be added to the Harold Adams
		Innis Memorial Fund
<u>\$15,000</u>		
500	"	to be sent to Victoria College for
		their Living Endowment fund
<u>\$15,500</u>		

54-3-32
Donations
(Cont'd)

From -

Union Carbide Canada Limited, an offer received of four research fellowships tenable in the Natural and Social Sciences, of \$1,500 each and, if in the Natural Sciences, there will be an additional grant to the University of \$500 per fellowship to take care of expenses for apparatus, supplies, etc.

The University College Women's Undergraduate Association, an offer received of bonds totalling \$3,000 to found a scholarship to be awarded to the girl in University College with the highest marks in the second year of the General Course. In the event of a large financial deficit, the Association has asked that it be able to recall the donation.

Canadian Kodak Company, Limited, an offer received of a fellowship for 1954-55 in the field of Chemistry, to be awarded to a male Canadian student in his final year of graduate study for the Ph.D. degree. The award is to be of the value of \$1,400 plus any tuition and fees not otherwise allowed by veterans' benefits or university exemptions, and an additional \$1,000 is to be made available to the University to assist in defraying the cost of providing facilities and materials for the research of the recipient. The donor will also assist the recipient to attend one of the important scientific or professional meetings appropriate to his field of study, this assistance amounting to reimbursement for reasonable expenses for travel, meals, hotel, etc.

Butterworth & Company (Canada) Limited, an offer received of a prize consisting of a set of Halsbury's Laws of England, to be awarded to a student of the third year in the School of Law in 1955 who has been outstanding in (a) academic work, (b) participation in student activities, including athletics, and (c) who intends to engage in the practice of law. The value of the set is approximately \$800.

Marsland Engineering Limited, an offer received to establish a scholarship for an initial period of three years in the Faculty of Applied Science and Engineering, to be awarded in any of the last three years of the Electrical or Mechanical Engineering Departments, and to be restricted to those students who had held Dominion-Provincial Bursaries in their first year. The award is to be made solely on the basis of examination results, and is to be of the value of \$500, the first award to be made on the results of the 1954 examinations.

Empire-Universal Films Limited, the sum of \$250 received for an award, to be known as the "Nathanson Scholarship", to be made to a student in the Department of Political Economy who, having obtained first-class honours at the annual examinations, is most deserving of financial assistance. The first award is to be made on the results of the examinations of 1953-54. It is expected that this award will be made annually.

Connolly Marble, Mosaic & Tile Company Limited, an offer received of a \$250 annual scholarship, to be awarded to the student who obtains the highest honour mark in Design in the fifth year of the School of Architecture, the first award to be made in 1954-55.

Mr. Harvey Harnick, an offer received to donate a \$200 scholarship annually, to be awarded to a student who achieves very high standing on his or her Grade 13 examinations and enters the first Premedical Year in the Faculty of Medicine. The donor wishes the first award to be payable to the recipient in 1954-55, and proposes to leave a sum in his will, the interest from which will continue the award after his death.

I.O.D.E., Forest Hill Village Chapter, the sum of \$200 received for a bursary awarded to Mr. E. T. Pengelley of University College.

54-3-32
Donations
(Cont'd)

From -

The P. G. Anderson Study Group, the sum of \$100 received to cover the first award of the "T. Howard Graham Bursary", payable to the recipient in 1954-55. The award is to be an annual one, payable to a student registered in the third Dental Year, who has completed his first and second Dental Years in the Faculty of Dentistry, and is to be based upon his financial need and his standing in the subject of second Dental Year Operative Dentistry.

The School of Nursing Alumnae Association, the sum of \$250 received being the first payment on a bursary (second 1954 award) for a student entering the basic degree course at the School of Nursing in September 1954. The award is to be of the value of \$250 a year for 5 years, a total of \$1,250. If the student receiving the bursary should withdraw without completing the course, the balance of the money remaining is to be available for a succeeding award to assist another student within the time limit of the original period of five years.

Mr. George Fallis, the sum of \$50 received as a donation to the School of Law, to be used at the discretion of the Dean of the School who has recommended that it be used for improvement of the students' common room.

The Garden Club of Ontario, the sum of \$25 received, to be used to assist in the purchase of planting material for the Glendon Hall garden.

J. P. Bickell Foundation, the sum of \$7,500 received as a donation towards the cost of construction and furnishing of a common room in one house of the new University College Men's Residence.

Miss Grace Dempster an amount of \$5,000 in bonds received, and from Professor Lachlan Gilchrist a \$1,000 bond received, to be used as follows:-

\$2,000 to be added to the capital fund of the Dempster-LaBine-Gilchrist Scholarship Fund

\$4,000 to be used to establish the Arthur Jeffrey
\$6,000 Dempster-Lachlan Gilchrist Scholarship Fund.
This Scholarship is to be awarded annually from the income of the Fund to a graduate research student from courses in Applied Mathematics, Physics, Geophysics and Engineering Physics.

Spruce Falls Power and Paper Co. Ltd., an offer received to provide during 1954-55 one Fellowship of \$1,000 and four scholarships of \$250 each, or \$2,000 in the Faculty of Applied Science and Engineering; and four scholarships of \$250 each, or \$1,000 in the Faculty of Forestry; making a total of \$3,000. These awards are to be financed from the funds on hand at the present time, which have accumulated as a result of some awards in the past not being made.

Rockefeller Foundation, the sum of \$2,000 (U.S. funds) received, being the balance of the grant of \$5,400 (U.S. funds) to Professor J. W. Wevers, to enable him to visit the Near East to gain a direct acquaintance with contemporary Muslim thought and movements.

The Estate of Nellie Lyle Pattinson, the sum of \$1,687.12 received, representing the balance payable to the University of the residuary bequest left under the Will of the late Miss Pattinson, one half of which, \$843.56, is to be used for Medical Research, and the other half for Household Science Research.

54-3-32
Donations
(Cont'd)

From -

Kennecott Copper Corporation, an offer received to make a grant to the University in an amount equal to the amount of their scholarship in Mining Engineering, i.e., \$1,000 will be received for the scholarship and \$1,000 for the grant, making a total of \$2,000. This action is to apply for 1954-55, at the end of which period the question of continuation of the programme is to be reviewed.

Charles E. Frosst & Co., the sum of \$1,000 received, being the second instalment for 1953-54 of the "Frosst" Fellowship of Medical Art.

Electric Reduction Co. of Canada, Ltd., the sum of \$780 received, to cover the first quarterly payment of the grant in the Department of Chemical Engineering.

Famous Players' Canadian Corporation, the sum of \$500 received to cover their scholarship in Medicine which will be payable to the recipient in 1954-55.

B'nai B'rith, Toronto Lodge No. 836, the sum of \$350 received to cover their Scholarships which will be payable to the recipients in 1954-55.

Anaconda American Brass Limited, a notification received that their scholarship will be continued in the amount of \$300, payable to the recipient in 1954-55.

Mr. R. A. Bryce, the sum of \$250 received to cover the U.T.S. Engineering Scholarship payable to the recipient in 1953-54.

American Society of Heating and Ventilating Engineers, the sum of \$50 received to cover their Prize payable to the recipient in 1953-54. The Society offers to increase the value of the award from \$50 to \$75 per annum, beginning with 1954-55.

Alcoholism Research Foundation, a notification received that due to the illness of Professor G. Gordon Brown, the grant to him of \$3,450 for research on "A Study of Social Behaviour of University Students" has been suspended, and the balance remaining of \$1,604.03 is being transferred to Professor T. F. McIlwraith for research on "Effects of the Introduction of Alcohol upon the Indians of North-eastern North America".

The Estate of the late Leah May Samuel, the sum of \$6,050.82 received, being the revenue on hand in the Estate as at March 26, 1954, to be used for the Royal Ontario Museum and/or the Canadiana Gallery.

The following donors, amounts received for The Class of 1904 in Arts Scholarship:-

\$2,000 (U.S. funds) - The Associates of the University of Toronto, Inc.

300 - Professor Lachlan Gilchrist

\$2,300

Various donors, amounts received for the following funds:

\$ 795 - (incl. \$500 (U.S.funds) from The Associates of the University of Toronto, Inc.) bringing the total of the Samuel Beatty Fund to \$20,475.

3,180 - H. M. Cassidy Memorial Research Fund, bringing the total to \$74,041.

525 - (Incl. \$500 (U.S. funds) from The Associates of the University of Toronto, Inc.) bringing the total of the Harold Adams Innis Memorial Fund to \$9,518.61.

250 - Institute of Child Study Building Alterations Fund

240 - University College Alumni, Alumnae Giving Fund, and also an allowance of \$360 from the T. Eaton Co. Ltd. on an invoice for furnishings for West Hall in University College.

6,545 - University of Toronto Dental Research Fund

54-3-33
Donations
from The
Associates
of the
University
of Toronto,
Inc.

The President referred particularly to the donations which had been received from the Associates of the University of Toronto, Inc., a total of \$15,500 being reported at this meeting. The President stated that the contributions received by the Associates from 1947 to 1953 totalled \$89,166.63, as shown by the following statement:-

Year	Less than \$100		\$100 and more		Yearly Total		Cumulative Total	
	No.	Amt.	No.	Amt.	No.	Amt.	No.	Amt.
1947	-		1	\$ 1,000.00	1	\$ 1,000.00	1	\$ 1,000.00
1948	82	\$1,930.00	18	16,861.03	100	18,791.03	101	19,791.03
1949	8	290.00	2	1,800.00	10	2,090.00	111	21,881.03
1950	13	255.00	5	11,250.00	18	11,505.00	129	33,396.03
1951	85	1,405.00	5	11,450.00	90	12,855.00	219	46,241.03
1952	512	2,078.07	19	22,637.50	531	24,715.57	750	70,956.60
1953	490	2,129.53	17	16,078.50	508	18,210.03	1258	89,166.63

54-3-34
U.C.
Women's
Under-
graduate
Associa-
tion
Scholar-
ship

In accepting the offer of the University College Women's Undergraduate Association of bonds of \$3,000 to found a scholarship in University College, the Board approved of the suggestion of the Chairman of the Finance Committee, Mr. Walter Gordon, that the Association be informed that in view of the fluctuation in bond values and the uncertainty of the date on which they might recall the capital of the donation in the event of a large financial deficit, the Board would prefer that the Association retain the bonds and pay the interest to the University to cover the award.

54-3-35
Financial
Statement

The Financial Statement of the University for the month of February 1954 was tabled.

Upon motion of Mr. Urquhart,
Seconded by Mr. LaBine,
And unanimously carried,

approval was given to the following:-

54-3-36
Bonds
author-
ized

(a) The addition to the list of corporations whose bonds may be purchased the name of Dominion Foundries and Steel Limited.

54-3-37
Investments
approved

(b) Confirmation of the following investment transactions not previously approved:-

54-3-37
Invest-
ments
approved
(Cont'd)

Purchased for -

Trust Endowment

\$ 25,000 4½%

Dominion Foundries and
Steel Ltd. Sinking
Fund Debentures

due Mar. 15, 1969 @ \$100.00

Trust Pool

\$ 25,000 4¾%

The T. Eaton Acceptance
Co. Ltd. Sinking Fund
Debentures

due Mar. 1, 1974 @ \$103.00

25,000 4¾% do.

due Mar. 1, 1974 @ \$ 98½

Sigmund Samuel Library Trust

\$ 83,000 2%

Government of Canada
Bonds

due Dec. 15, 1954 @ par

Sinking Fund

\$ 13,000 4¼%

Hydro-Electric Power
Commission of Ontario
Bonds

due Nov. 1, 1967 @ \$105.50

Samuel Beatty Fund

\$ 3,000 4¾%

The T. Eaton Acceptance
Co. Ltd. Sinking Fund
Debentures

due Mar. 1, 1974 @ \$ 98½

Connaught Medical Research Laboratories

\$ 50,000 4¾%

Loblaw Groceries Co.
Ltd. Debentures

due Mar. 1, 1973 @ \$102.00

25,000 4¾% The T. Eaton Acceptance
Co. Ltd. Sinking Fund
Debentures

due Mar. 1, 1974 @ \$103½

50,000 4½% Simpsons-Sears Limited
First Mortgage Bonds,
Series B

due Apr. 1, 1979 @ \$101.50

50,000 4¾% General Motors Accep-
tance Corporation of
Canada Ltd. Bonds

due Dec. 15, 1969 @ \$103.00

50,000 4½% Aluminum Co. of Canada
Ltd. Sinking Fund
Debentures

due Mar. 1, 1973 @ \$101 3/8

25,000 4¾% The T. Eaton Acceptance
Co. Ltd. Sinking Fund
Debentures

due Mar. 1, 1974 @ \$103

45,000 4¾% Russell Industries Ltd.
Sinking Fund Deben-
tures

due Dec. 1, 1966 @ \$102.75

54-3-38
Continua-
tion of
services
of cer-
tain
members
of
Adminis-
trative
Staff

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY

CARRIED, the Board approved of a recommendation that the following
members of the Administrative Staff, who will have reached age 65 or
over on June 30, 1954, be continued on the staff for the year 1954-55:-

<u>Name</u>	<u>Age at July 1, 1954</u>	<u>Department</u>
<u>Pension Deferred</u>		
C. Hart	70	Dean's Office, Medicine
C. C. Rous	69	Dentistry
E. M. Tozer	69	Mining Engineering
R. Prior	69	Athletic Association
A. D. LePan	68	Superintendent's Office
T. H. McKenzie	68	Superintendent's Office
Miss M. M. Hargreaves	67	University Extension
Miss E. M. Walker	67	University Press
Miss H. C. Wrightman	67	University Library
M. G. Gedeonoff	67	Royal Ontario Museum
Miss E. M. Sutcliffe	66	Registrar's Office
H. McCormick	65	Anatomy

	<u>Name</u>	<u>Age at July 1, 1954</u>	<u>Department</u>
54-3-38	<u>No Pension Plan</u>		
Continuation of services of certain members of Administrative Staff (Cont'd)	R. L. Derbyshire	71	Superintendent's Office
	H. Phelps	71	Committee on Experimental Research
	G. B. Thompson	70	University Press
	Mrs. M. A. Lindsay	69	Best Research
	P. Robb	69	Athletics - Men
	A. S. Richmond	69	Anatomy
	S. W. Morey	67	Civil Engineering
	Mrs. L. Lumbard	67	Biochemistry
	Miss J. E. Smith	66	Institute of Child Study

The following members of the staff who will be 65 or over by June 30, 1954, are concluding their services June 30, 1954:-

Miss M. Burt	70	Mechanical Engineering
W. Rimmer	70	Athletics - Men
G. H. Connor	66	Mechanical Engineering

54-3-39
Amendment to signing authority on cheques for the University Press

An amended resolution was submitted in connection with signing authority on cheques, etc., for the University of Toronto Press bank accounts to include the Assistant Comptroller of the University of Toronto, and the Chief Accountant at the University Press, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, it was Resolved that -

All cheques, drafts and orders for the payment of money drawn on the following University of Toronto Press (hereinafter called "The Press") bank accounts, namely -

- (a) The National City Bank, New York
- (b) The Dominion Bank, Toronto - Sales Account
- (c) The Dominion Bank, Toronto - Imprest Account

Petty Cash - \$2,000 maximum

shall be signed by -

- (1) any two of the Chairman, the President, the Comptroller, the Assistant Comptroller and a member of the Board of Governors;

or

- (2) the Director or the Chief Accountant of the Press when countersigned by the Chairman, the President, the Comptroller, the Assistant Comptroller or a member of the Board of Governors;

or

- (3) the Director and the Chief Accountant of the Press, except that any cheque, draft or order for the payment of money drawn on any of the said accounts for an amount not exceeding one thousand dollars may be signed by the Accountant when countersigned by the Director or the Chief Accountant of the Press;

or

- (4) at least one of the Chairman, the President, the Comptroller, the Assistant Comptroller or a member of the Board of Governors, when any cheque, draft or order for the payment of money drawn on any of the said accounts is for an amount exceeding four thousand dollars.

54-3-40
Financial
Statements
of Ancil-
lary
Units

The Comptroller presented the following memoran-
dum respecting Financial Statements of the ancillary units of the
University, showing -

1. Date of last statement received
2. Operating Surplus or Deficit (-) for current year to date of statement
3. Comparative Operating Surplus or Deficit (-) in previous years
4. Estimated Surplus or Deficit (-) for 1953-54

STATEMENTS OF ANCILLARY UNITS OF THE UNIVERSITY

	<u>Date of Last Statement Received</u>	<u>Operating Surplus or Deficit (-) for Current Year to Date of Statement</u>	<u>Comparative Operating Surplus or Deficit (-) in Previous Year</u>	<u>Estimated Surplus or Deficit (-) for 1953-54</u>
Connaught Medical Research Labora- tories	Dec.31,1953	(1)\$518,056	(1)\$425,539	\$395,000
Hart House	Feb.28,1954	3,166 -	8,488 -	180
Insulin Committee	Dec.31,1953	(1) 299,458	(1) 272,445	
Royal Conservatory of Music of Toronto	Feb.28,1954	(2) 101,423 -	(2) 83,367 -	70,000 -
University of Toronto Athletic Association	Feb.28,1954	63,149	99,844	2,605
University of Toronto Press	Feb.28,1954	28,359	19,463	6,425

- (1) Statements prepared quarterly,
Fiscal years end March 31st
(2) Before University Grants.

54-3-41
Negotia-
tions re
Pressmen's
Union
Demands

Arising from Press Committee Report No. 29, which
was presented at the last meeting of the Board, Mr. Justice Hope re-
ported that the negotiations which had been underway regarding the
Pressmen's Union demands had been concluded. A retroactive pay increase
of 5¢ an hour from October 16th to December 31st, 1953, with an addi-
tional 3¢ an hour from January 1st to October 15th, 1954, was agreed
on. A further increase of 7¢ an hour will be operative after October
15th, 1954, and for the balance of the term of the contract unless a
proposed pension plan is put into effect by October 15th, 1954. The
proposed pension plan would cost at the rate of 7¢ an hour for each
employee. An industry-wide pension plan is now under consideration

54-3-41
Negotia-
tions re
Pressmen's
Union
Demands
(Cont'd)

by the employers. The University Press could participate in such a scheme if desired. A canvass of our employees indicates their preference for the pension scheme rather than a further hourly wage increase.

*Amended
on A.*

The meeting adjourned at 6:15 p.m.

Minutes confirmed.

April 23. 1954

H. J. Phay

Chairman

C. Higginsbotham

Secretary

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Friday, April 23rd, 1954, at 4 p.m.

Present -

The Chairman (Colonel Phillips)
The President
The Chancellor
Mr. Gordon
Mr. Burns
Mr. Clarke
Mr. Dalglish
Dr. Johnson

Mr. Kelly
Mr. Ketchum
Mr. LaBine
Mr. Matthews
Mr. Osbourne
Dr. Sullivan
Dr. Tory
Mr. Urquhart

Mr. A. G. Rankin, Comptroller

54-4-1
Minutes
confirmed

The minutes of the previous meeting were presented and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were confirmed.

54-4-2
Leaves of
Absence

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, leave was granted to the following members absent from the previous meeting:-

Mr. Borden
Hon. Dr. Bruce
Mr. Duncan

Mr. Fennell
Rt. Hon. Vincent Massey
Mr. Vaughan

The Board approved of a request from Mr. Justice Hope for leave of absence from today's meeting.

54-4-3
Printed
Report of
Governors

The printed Report of the Board of Governors for the year ended June 30th, 1953, was tabled.

54-4-4
Royal As-
sent to
Conserva-
tory Bill
No.135

The Chairman reported that Royal Assent had been given on April 6th, 1954, to a Bill sponsored by the University, No. 135, being "An Act Respecting The Royal Conservatory of Music of Toronto". This Act had the effect of dissolving the Charter of The Royal Conservatory of Music of Toronto, and also made provision for the continuation of the name - "Royal Conservatory of Music of Toronto", and further provided that all property, rights, powers, assets, gifts, etc., made in the name of the Conservatory now vest in the Governors

of the University of Toronto with the same force, rights and powers.

54-4-5
Revision
of General
By-Laws

Revision of General By-Laws -

(a) By-Law XIX - Royal Conservatory of Music of Toronto Committee.

Royal Conservatory
of Music
of Toronto
Committee

In order to provide for the administration of the Conservatory by a Committee of the Board -

On motion of Dr. Johnson,
Seconded by Mr. Matthews,
And unanimously carried,

the following By-Law was enacted:-

By-Law XIX ROYAL CONSERVATORY OF MUSIC OF TORONTO COMMITTEE

(1) There shall be a committee to be called the "Royal Conservatory of Music of Toronto Committee" and herein referred to as "the Committee".

(2) The Committee, which shall be appointed annually by the Board, shall consist of the Chancellor, the President and the Chairman of the Board who shall be ex officio members, and four other members. Appointed members of the Committee may be removed by resolution of the Board without prior notice of motion of such resolution. At the first meeting of the Board in October in each year, or as soon thereafter as may be convenient, the Board shall appoint from among the members of the Committee a Chairman and a Vice-Chairman thereof.

(3) The Committee shall be subject in all respects to the general regulations contained in By-Laws X and XI.

(4) The Committee shall, subject always to the jurisdiction of the Board and to the provisions of these By-Laws, act for the Board in and in relation to the affairs of the Royal Conservatory of Music of Toronto (hereinafter called "the Conservatory") and shall be directly responsible to the Board for:

(a) The management and operation of the Conservatory and the development of long and short term policy in regard to all questions relating thereto. The Committee shall make such recommendations to the Board as it deems fit from time to time in connection with all matters relating to such policy.

(b) The supervision of the application of such policy as may have been established by the Board from time to time relating to the management and operation of the Conservatory.

THE DEAN

(5) There shall be a Dean of the Conservatory who shall be appointed by the Board provided that no person shall be so appointed unless he has been first nominated by the President. The Dean shall be the chief executive officer of the Conservatory and responsible to the Committee for the supervision, direction and management of the work and affairs of the Conservatory. He shall also have such responsibility and author-

54-4-5
Revision
of General
By-Laws -

Royal Con-
servatory
of Music
of Toronto
Committee
(Cont'd)

ity as may from time to time be delegated to him by the Board, or by the Committee within the scope of its own authority. Nothing herein derogates from the powers of the President as set forth in the University of Toronto Act, 1947, or as delegated to the President by the Board.

SECRETARY-TREASURER

(6) There shall be a Secretary-Treasurer of the Conservatory who shall be appointed by the Board on the nomination of the Comptroller. He shall be responsible to the Committee for:

(a) The co-ordination and supervision of the financial and accounting functions of the Conservatory.

(b) The integration of these functions with the requirements of the Dean within the scope of the authority delegated to the Dean by the Committee within the scope of its own authority; and

(c) Such other duties as may from time to time be delegated to the Secretary-Treasurer by the Committee within the scope of its own authority.

He shall be responsible to the Board through the Comptroller for the effective application within the administrative, financial and accounting functions of the Conservatory of the principles, procedures and practices established from time to time by the Comptroller and shall at regular intervals report to the Comptroller with respect thereto.

The terms of employment of the Secretary-Treasurer, including (without limiting the generality of the expression "terms of employment") his remuneration and alterations thereof, shall be subject to the approval of the Board and he shall hold office subject to the terms of his employment at the pleasure of the Board.

STAFF AND APPOINTMENTS

(7) (a) The Committee shall be responsible for the co-ordination of the wage, salary and compensation structure of the Conservatory with that of the University, having regard to respective terms and conditions of employment. When the terms of employment of any person are such that his appointment may not be terminated by his being given one month's notice or less, such appointment shall not be valid until confirmed by the Board.

(b) Subject to the limitations of clause (a) of this section the Committee shall have authority to appoint the teaching staff of the Conservatory on the recommendation of the Dean subject to the prior approval of the President. The terms and conditions of employment of members of the teaching staff shall be correlated as closely as possible to the terms and conditions under which corresponding staff may be employed by the University.

(c) Subject to the limitations of clause (a) of this section the employment of non-teaching staff shall be made pursuant to such regulations as the Committee deems necessary from time to time, and within the terms of such regulations authority in respect of such employment may be delegated as the Committee sees fit.

BUDGET AND FINANCIAL CONTROL

(8) (a) The operation of the Conservatory shall be based on a budget approved by the Board.

(b) The budget recommended by the Committee shall be presented to the Board not later than the last Board meeting in March of

54-4-5
Revision
of General
By-Laws -

Royal Con-
servatory
of Music
of Toronto
Committee
(Cont'd)

each year and when the budget as submitted or varied is approved by the Board, it shall constitute the basis for the financial control of operations of the Conservatory and the authority for expenditures embodied therein without further reference to or approval by the Board.

(c) The budget shall set forth in all necessary detail the financial requirements of the Conservatory for the ensuing fiscal year and without limiting the generality of the expression "financial requirements" shall include the necessary details in relation to normal capital expenditure requirements.

(9) Proper inventory control records of buildings, building equipment and operating equipment shall be at all times maintained and charges for depreciation and obsolescence made, in accordance with policies prescribed by the Comptroller.

BANKING

(10) The Committee shall open on its own authority and operate in the name of the Conservatory, such bank accounts as the Board may from time to time determine. The signing authorities for the operation and certification of any such bank accounts shall be established as may be necessary from time to time by resolution of the Board.

The general powers hereby conferred do not include the power to overdraw any bank account or to borrow money, which power may be exercised only by the Board.

AUDITS AND REPORTS

(11) The Accounts of the Conservatory shall be audited by the University auditors, and the audited financial statements accompanied by the annual report of the Committee for each fiscal year ending June 30th shall be submitted to the Board not later than the 15th day of October following the end of such fiscal year.

(12) The Committee shall also submit to the Board such other reports as the Board may from time require.

(13) In addition to any other reports which the Board may require, there shall be prepared and forwarded to the Board through the Comptroller a balance sheet and operating statement showing the position of the Conservatory and the operating results for the expired portion of the fiscal year, as of September 30th, December 31st, March 31st and June 30th, and such statements shall be delivered to the Comptroller before the 15th day of the month following the end of each such period.

INVESTMENTS AND SECURITIES

(14) All investments on behalf of the Conservatory shall be made by the Board. All securities held by or for the Conservatory shall be deposited with the Board for safe-keeping.

INSURANCE AND FIDELITY BONDS

(15) The amount and nature of insurance on property held by or for the Conservatory and of fidelity bonds on employees of the Conservatory shall be determined by the Comptroller on the recommendation of the Committee and such insurance and bonds shall be placed by the Comptroller.

CONTRACTS

54-4-5
Revision
of General
By-Laws -

Royal Con-
servatory
of Music
of Toronto
Committee
(Cont'd)

(16) Unless the Board shall otherwise direct, agreements and contracts relating to routine matters and affairs of the Conservatory, and not requiring execution under corporate seal, may be executed in the name of the Conservatory on the authority of the Committee. Such contracts and agreements shall be signed by the Dean or a member of the Committee and by the Secretary-Treasurer or Acting Secretary-Treasurer. All such documents shall be in the custody of the Secretary-Treasurer.

Amendment
to By-Law
IX -
Royal
Ontario
Museum

BY-LAW IX IS HEREBY REPEALED AND THE FOLLOWING SUBSTITUTED THEREFOR:

BY-LAW IX

THE ROYAL ONTARIO MUSEUM

(1) The responsibility and authority of the Board with regard to the administration of the Royal Ontario Museum shall be implemented by the appointment of directors to the Museum Board. Such appointments shall be by resolution of the Board not later than the last regular meeting in October of each year.

(2) The initiation, control and application of policy concerning the Museum Board shall be implemented as may be necessary from time to time by resolution of the Board communicated as an instruction through the Comptroller's Office to the chief administrative officer of the Board of Directors of the Museum.

- - - - -

Appoint-
ment of
Royal Con-
servatory
of Music
of Toronto
Committee

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following members were appointed to the Royal Conservatory of Music of Toronto Committee to act from now until the first meeting of the Board of Governors in October 1954 or until their successors are appointed:-

Dr. Edward Johnson
Mr. J. S. Duncan
Mr. Beverley Matthews
Dr. J. T. A. Sullivan

Resolu-
tions to
be pre-
sented
dealing
with
change
in the
status
of the
Conser-
vatory

(b) The Comptroller was instructed to present a comprehensive resolution for the next meeting of the Board to deal with matters arising out of the change in the status of the Conservatory and in particular to cover the appointment of the Dean and the Secretary-Treasurer, and if necessary other members of the staff, as provided for in the new By-Law.

54-4-6
Dental
Building

The Chairman informed the Board that following a study in conjunction with the Council of the Faculty of Dentistry and the appointed Architects for the building project,

54-4-6
Dental
Building
(Cont'd)

it was abundantly clear that the expense of \$1,000,000 could provide facilities which would only slightly increase the number of dental graduates and graduates in Dental Hygiene. The increase in the number of graduates would not justify the work and expenditure involved. A letter is being sent to the Prime Minister of the Province in the following terms:-

University of Toronto

Board of Governors
Office of the Chairman

50 St. Clair Ave. West
Toronto, Ontario.

The Honourable Leslie M. Frost,
Prime Minister of Ontario,
Queen's Park,
Toronto 2, Ontario.

Dear Mr. Prime Minister:-

You raised with me some weeks ago the question of the expansion of our Faculty of Dentistry and proposed that a million dollars should be made available for an expansion of the existing facilities.

Various proposals for the modernization of the existing dental building and the construction of an addition have been studied and we regret to inform you that the expenditure of a total of \$1,000,000 would result in an increase of fewer than ten dental graduates a year. Such a proposal is not only uneconomical, but it would perpetuate many shortcomings embodied in the present outmoded building, erected in 1909.

To increase the number in the graduating class to 125, using the existing building and an addition, would require an expenditure comparable to that of a new building on a new and more favourable location, and would ignore the fulfillment of a very positive movement on the part of the profession toward preventive dentistry.

The practice of dentistry in the next twenty-five years will be concerned with the prevention of dental disease in the mouths of children, and will therefore be dependent upon research. Dental education will also depend on a broad concept of child health. This concept can best be fulfilled when students are closely associated with a children's hospital and a greatly expanded research programme. Herein is the merit of the proposal to erect the new dental building in proximity to the Toronto Hospital for Sick Children.

An estimate places the cost of a suitable new building in the neighbourhood of \$3,000,000. In order that we may be in readiness for any decision that may follow, a preliminary study of a suitable building has been authorized and Allward & Gouinlock are pursuing the matter in relation to certain available sites near the Sick Children's Hospital.

I should add that the trivial increase in the number of graduates resulting from the expenditure of the considerable sum of \$1,000,000 on the present facilities (from 76 to 85 dentists and from 10 to 16 dental hygienists) is due to the basic limitations inherent in the present building.

54-4-6
Dental
Building
(Cont'd)

Inasmuch as there seems to be general agreement with the need for increasing the output of graduates in dentistry, and professional opinion is unanimous that the most effective way to accomplish this is to provide entirely new facilities on the site adjacent to the Sick Children's Hospital, we appear to be faced with the usual major problem of an additional \$2,000,000 and, if I understand your present views correctly, this would mean a minimum of \$1,000,000 from the Federal Government.

There is every indication that the professional bodies will address themselves vigourously to the task of selling this need to the Government at Ottawa.

This will serve to keep you up to date in this matter, and I await your further instructions.

Yours sincerely,

(Sgd) W. E. Phillips

The facts that have been brought to light on this problem indicate that it would be desirable to ask the Architects to make a study of the cost of a new building on a new site, such site to be in the immediate vicinity of the Hospital for Sick Children. The Chairman reported that there were a number of suitable sites available in the neighbourhood of the hospital, and further information and approximate costs would be obtained and presented to the Board at a later date. It was agreed that the Architects be requested to undertake this wider study.

54-4-7
Budget
for
Connaught
Medical
Research
Labora-
tories

In accordance with the requirements of By-Law XVI there was presented to the Board a budget of the Connaught Committee covering the financial requirements of the Connaught Medical Research Laboratories for the fiscal year commencing July 1, 1954 and ending June 30, 1955.

On motion of Dr. Tory,
Seconded by Mr. Osbourne,
And unanimously carried,

consideration of this budget was deferred till a later meeting to give an opportunity to the Chairman and the Financial Administrator of the Laboratories to work out with the Comptroller a more comprehensive form of budget to cover further information which Dr. Tory suggested might usefully and properly be included therein.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following recommendations of the President were approved:-

54-4-8
Appoint-
ments

(a) Appointments:

Re-appointment for one year from July 1, 1954, of the following members of the staff:

	Age as at July 1, 1954
Professor E. Goggio	68
Professor R. Flenley	68
Professor J. C. B. Grant	68
Professor D. A. F. Robinson	68
Professor J. C. Watt	68
Professor E. A. Bott	67
Professor B. Fairley	67
Dr. J. T. Phair	67
Professor J. R. Dymond	66
Professor R. S. Knox	66
Professor W. J. McAndrew	66
Professor E. A. Allcut	66
Professor A. F. Coventry	65
Professor D. T. Fraser	65
Professor H. H. Madill	65
Professor H. B. Sifton	65
Professor T. W. Dwight	65
Dr. G. M. Dale	63
Miss G. L. Boyd	60
Dr. T. Owen	60
Dr. M. A. Cox (also in Dentistry)	60
Sessional:	
Miss F. Held	67
Dr. G. C. Brink	65
Dr. W. E. Brown	63
Dr. J. D. Mills	62
Dr. S. J. Evelyn	61
<u>Professors Emeriti - from July 1, 1954:</u>	
Miss F. H. M. Emory - Professor Emeritus of Nursing	
T. R. Loudon - Professor Emeritus of Aeronautical Engineering	
W. S. Wallace - Librarian Emeritus	
<u>Faculty of Medicine - 1953-54:</u>	
M. W. M. Sloane - Demonstrator in Anatomy, Jan. 26 to June 30, 1954	\$250
P. D. Grout - Fellow in Physiology, Mar. 8 to June 30, 1954 - without salary	
<u>Faculty of Applied Science and Engineering:</u>	
<u>Electrical Engineering - Research Assistants:</u>	
J. Courcoulas - May 15 to Aug. 31, 1954	\$700
S. Dmitrevsky)	\$230 a month
W. Janischewskyj) May 1 to Sept. 15, 1954	\$800
E. E. Newhall)	\$800
J. E. S. Stevens - May 15 to Sept. 15, 1954	\$800
<u>Faculty of Dentistry:</u>	
Miss J. L. Kalthoff - Dental Nurse in the Faculty Clinic, Mar. 22 to June 15, 1954	\$152 a month
<u>School of Hygiene:</u>	
<u>Physiological Hygiene: Research Assistants -</u>	
F. A. McCulloch - Apr. 1 to Sept. 30, 1954	\$2,300 a year
J. Slovik - Apr. 1 to Mar. 31, 1955	\$2,100 a year
J. B. Gallagher - Apr. 1 to Mar. 31, 1955	\$2,400 a year
A. Ma - Apr. 1, 1954 to Mar. 31, 1955	\$1,800 a year

54-4-8
Appoint-
ments
(Cont'd)

University College:

Dons in the Men's Residences - without salary:

R. D. C. Finch - Senior Don, Sept. 1, 1954 to June 30, 1955

J. C. Cairns)
W. Filipiuk) Dons, from Sept. 1, 1954 to
J. Matthews) June 30, 1955
R. S. Woof)

Institute of Child Study: Session 1954-55 -

Miss D. McKenzie) Lecturers, Nursery	\$2,800
Miss E. Brown) School	\$2,600
Miss E. Hamilton)	2,800
Miss J. Hodge) Instructors, Nursery	2,300
Miss M. Walwyn) School	2,000
Dr. W. E. Blatz	- Director	2,200
Dr. K. S. Bernhardt)	800
Miss D. A. Millichamp) Assistant Directors	3,700
Miss M. Fletcher)	3,500
Mrs. R. Minkler) Supervisors	3,500
Mrs. F. Johnson)	2,400
Mrs. N. Foster) Instructors, Parent	2,000
Mrs. M. Brown) Education	1,500
Mrs. D. Moncur	- Instructor, Grade 1	2,800
Miss F. Morrison	- Instructor, Kingergarden	3,000
Mrs. H. Darling	- Assistant, Kindergarden	1,000
Miss S. Davidson	- Instructor, Music	1,000
Dr. M. F. Grapko)	3,600
Dr. Mary Northway) Lecturers	2,500
Miss B. Butler)	2,000
Mrs. C. Davis)	1,200
Mrs. B. Flint)	900
Mrs. L. Duthie)	700
Miss M. McCallum)	600
Miss H. Shepherd	- Social Work Visitor	2,300
Mrs. M. Kirkpatrick	- Instructor	3,000
Mrs. E. Bolton	- Librarian	600
<u>Secretaries:</u>		
Miss M. Findley	- School	2,900
Miss C. Magder	- Nursery School	2,300
Miss M. McKeown	- Parent Education	2,400
Mrs. D. Douglas	- Clerk, Clinical Records	2,200
Mrs. M. Wilson	- Instructor, Grade II, May 1 to June 30, 1954	3,000
	Secretary (part time) April	800
<u>Advisory Committee on Scientific Research:</u>		
H. J. C. Ireton	- Secretary, 1953-54	500

54-4-9
Resigna-
tions

(b) Resignations:

Faculty of Medicine:

Dr. F. H. Davis - Clinical Teacher in Psychiatry (salary \$100) Dec. 31, 1953

Ontario College of Education:

Miss N. Tufford - Clerk (salary \$2,650) May 15, 1954

University Library:

Mrs. B. Otton - Assistant (salary \$2,250) May 31, 1954

Institute of Child Study:

Mrs. V. Bowden - Instructor (salary \$3,000) Apr. 1, 1954

54-4-10
Leaves of
Absence

(c) Leaves of Absence:

Faculty of Forestry:

K. A. Armson - Lecturer, July 1, 1954 to June 30, 1955 - half salary

School of Social Work:

J. S. Morgan - Professor, July 1 to Dec. 31, 1954 - with salary

54-4-11
Salary
Advance -
Professor
Morgan

- (d) Miscellaneous:
School of Social Work:
J. S. Morgan - Professor, advance of salary for
July and August, 1954

54-4-12
University
Extension
Courses

- (e) University Extension Courses:
Evening Tutorial Classes:
M. W. Ukas - Italian lb \$169.50
Special Museum Lecture:
H. Maryon - Lecturer 100.00

54-4-13
Appropri-
ations

- (f) Additional appropriations and deductions in
appropriations:
Faculty of Medicine:
An additional appropriation of \$4,010 for "Postgrad-
uate Expenses"; and a deduction of \$4,010 from
"Postgraduate Salaries".
Zoology:
An additional appropriation of \$960.49 for "Secretar-
ial and Technical Assistance"; and a deduction of
\$960.49 from "Salaries".
Ontario College of Education:
An additional appropriation of \$8,000 for "Guidance
Centre Office Supplies and Guidance Materials".
An additional appropriation of \$2,000 for "Guidance
Centre Clerical Assistance".
Office of the Registrar:
An additional appropriation of \$1,200 for "Office
Supplies, Stationery and Postage"; and a deduction
of \$1,200 from "Salaries".

54-4-14
Statutes
of Senate

- (g) Statutes of Senate:
Numbers 2278 respecting the Sara Borsook Bursary
2279 respecting the Chappell Prize
2280 respecting the G. Roy Sproat and Katherine
Sproat Bursary Fund
2281 respecting the Association of Profession-
al Engineers of the Province of Ontario
Admission Scholarship
2282 respecting the F. W. Baldwin Prize
2283 respecting the Kennecott Copper Corpor-
ation Scholarship
2284 respecting the J. A. D. McCurdy Prize
2285 respecting the Wallberg Admission Schol-
arships
2286 respecting the Canadian Institute of
Forestry Medal
2287 respecting the Connolly Marble, Mosaic &
Tile Co. Ltd. Scholarship
2288 respecting the Ladies' Auxiliary to
Toronto Pharmacists Bursaries
2289 respecting the Borden Scholarships
2290 respecting the Bristol Prize
2291 respecting the D'Avignon Medal
2292 respecting the Evans Medal in Pharmaceu-
tical Chemistry
2293 respecting the John H. H. Jury Scholar-
ship
2294 respecting the Mallinckrodt Prize
2295 respecting the Merck Prizes
2296 respecting the P. T. Moisley Prize in
History of Pharmacy
2297 respecting the Lieut. Geo. R. Parke,
Phm.B., Memorial Scholarship and Medal
2298 respecting the John Roberts Scholarships
and Medals

54-4-14
Statutes
of Senate
(Cont'd)

Statutes of Senate (Cont'd):

- Numbers 2299 respecting the Joseph Senelnick Rho Pi Phi Memorial Prize
2300 respecting the Major F. A. Tilston, V.C., Scholarship
2301 respecting the Ontario College of Pharmacy War Memorial Matriculation Scholarship
2302 respecting the Pharmacy Foundation Scholarships

54-4-15
Convoca-
tions

The President informed the Board that Convocations would be held as follows:-

- (a) May 17, 1954 - Ontario Agricultural College and Ontario Veterinary College.
(b) May 26, 1954. afternoon; May 27, 1954, morning and afternoon; May 28, 1954, afternoon.
(c) June 16, 1954 - Medicine

54-4-16
Honorary
Degrees

The President informed the Board of the Honorary Degrees to be conferred at the following Convocations:-

May 28th, 1954

Doctor of Letters
Miss Mazo de la Roche
Doctor of Laws
Hubert Guérin
W. A. Mackintosh
Doctor of Science
E. W. R. Steacie

June 16th, 1954

Doctor of Laws
H. D. Scully
O. M. Solandt

54-4-17
Establish-
ment of
the "Alex
MacLean
Bursary"

The President informed the Board that on June 30th of this year Alex MacLean, Professor of Geology, retires from the University staff, of which he has been a member since his appointment as Lecturer in 1910. In order to honour him and thus show appreciation of his services, a Committee has been formed for the purpose of seeking contributions to establish a fund which would permit, over a period of years, the annual award of a Bursary to a selected undergraduate student in Geology. ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board approved of the President's recommendation for the establishment of the "Alex MacLean Bursary".

54-4-18
Exchange
of Stud-
ents and
Staff
among
the
Federated
Colleges

The President was pleased to inform the Board of the splendid co-operation between the Arts Colleges and of their genuine interest in effecting economies made possible through Sections 113 and 114 of the University of Toronto Act 1947, which enabled a consolidation of staff in Greek, Latin, Oriental Languages and Oriental History. He will present to the Board at a later date appropriate resolutions in this regard for approval.

Other recommendations of the President were presented as follows, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were approved:-

54-4-19
Fee for
dispensa-
tion in
Arts

- (a) That the fee for dispensation from attendance upon lectures and laboratory classes in the Faculty of Arts be increased from \$30 to \$120, of which \$80 shall be paid to the College and \$40 to the University.

54-4-20
Syndics
of Hart
House
Theatre

- (b) That the following be appointed to the Board of Syndics of Hart House Theatre:-
Professor R. D. C. Finch
Professor N. J. Endicott
Professor C. C. Love
Professor W. J. Ruddock

54-4-21
Institute
of Child
Study
Annex

The President read a letter from Dr. W. E. Blatz, Director of the Institute of Child Study, in which the Director requested permission to build an Annex at 45 Walmer Road, which would enable him to add Grades 4, 5 and 6 which he had always envisioned as a necessary complement to the work of the Institute. Dr. Blatz stated that they had collected to date some \$45,000 for this project and that he had firm commitments for an additional \$20,500 which could be realized before July 1st. While it was the intention to build a two-storey Annex at an approximate cost of \$115,000, the basement and first storey could be built for approximately \$75,000. The President informed the Board that since the receipt of this letter he had consulted with the Comptroller and it was apparent that the additional sum required to start the project, viz: \$10,000, could be found within available sources, and that he

54-4-21
Institute
of Child
Study
Annex
(Cont'd)

would so recommend to the Board that permission be granted to construct the basement and first storey at an approximate cost of \$75,000.

On motion of the President,
Seconded by Mr. Gordon,
And unanimously carried,

authority was given to construct an Annex to the Institute of Child Study building at 45 Walmer Road within the sum of \$75,000.

The Comptroller was directed to advance the additional monies required for this project out of current funds, and to engage Gordon Adamson as Architect.

54-4-22
Donations

Donations were reported as follows, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were gratefully accepted:-

From -

Canadian-Brazilian Services Limited, an offer received of two Corrosion Fatigue Testing Machines for the Department of Mechanical Engineering.

Estate of the late Thomas A. Russell, the sum of \$39,195.01 received representing 2% of the residue of the estate, which Mr. Russell bequeathed to "University College of the University of Toronto, to be used for such purposes as the Board of Trustees or the Board of Governors --- may determine".

Rotary Club of Toronto, the sum of \$2,500 received for the University of Toronto Dental Research Fund for a research project that will be related to the prevention of dental disease in children.

U.T.S. Old Boys' Association, an offer received to donate \$100 in 1954-55 for the U.T.S. Old Boys' Engineering Scholarship, which was formerly given by an anonymous donor, and as long thereafter as the Association provides the money.

Dr. J. G. Perkin, an offer received of a \$50 annual bursary in the Faculty of Dentistry, to assist deserving and needy students. The applicant for the award must have registered in the 3rd Dental Year, demonstrated his financial need, and achieved standing in Prosthodontics in the 2nd Dental Year acceptable to the Council of the Faculty of Dentistry.

Principal F. C. A. Jeanneret, the sum of \$28.40 received for a bronze trophy for the University College Literary and Athletic Society, to be awarded to the outstanding soccer player in the College. Principal Jeanneret has offered to provide a replica of the trophy each year for presentation to the individual winner.

Estate of the late Mr. J. R. Morris, a notification received of a bequest under his Will, to be added to the Dr. James L. Morris Prize - Civil Engineering, of not less than \$1,000 nor more than \$5,000, as his Executors and Trustees (including his wife, if living) shall approve.

National Cancer Institute of Canada, donations received as follows:-

\$2,000 - for a research Fellowship, No. 32, to Mrs. Rose Sheinin from Apr. 1, 1954 to Mar. 31, 1955

1,800 - for a research Fellowship, No. 33, to Dr. M. I. Armstrong from Apr. 1, 1954 to Mar. 31, 1955

875 - for a research Fellowship, No. 28, to Dr. E. A. McCulloch from Apr. 1 to June 30, 1954.

\$4,675

54-4-22
Donations
(Cont'd)

From -

Mr. Wallace Rankine Nesbitt, the sum of \$3,000 received, being the balance of his contribution towards construction costs of the Men's Residence for University College, making a total of \$6,000 donated by him to provide funds for the installation of the clock in the new Men's Residence.

Lieut.-Col. W. E. Phillips, an offer received to continue the Nadine Phillips Fellowship in the amount of \$1,000 which will be payable to the recipient in 1954-55.

Academy of Dentistry, Ladies' Auxiliary, the sum of \$850.38 received, to provide treatment for needy children with dental abnormalities.

School of Social Work Alumni Association, an offer received to continue their Scholarship which will be payable to the recipient in 1954-55, in the amount of \$300.

Mr. R. W. Macaulay, Q.C., an offer received to increase the value of the Leopold Macaulay Prize in Law from \$50 per annum to \$100 per annum.

Alpha Chi Omega Fraternity, Alumnae Chapter, the sum of \$50 received to continue their Prize in University College.

Public Speaking Association, the sum of \$50 received for its annual Bursary award.

Association of Administrative Assistants or Private Secretaries, the sum of \$25 received to continue the W. G. Frisby Bursary in University College; also the sum of \$25 received to continue the Dr. W. J. Dunlop Prize in University College.

O'Keefe's Brewing Co. Ltd., a notification received of their decision to discontinue the O'Keefe's Scholarship of the value of \$250 in the Faculty of Applied Science and Engineering, which would have been payable to the recipient in 1954-55.

Estate of the late Mrs. Minnie Wegman, recommendations received for the following action in connection with the Estate, under which the University receives a bequest for the Jules F. Wegman Scholarship:-

(a) Executors' compensation to be a sum not to exceed \$5,200.00

(b) That the expense involved in a Court audit of the accounts of the Estate be dispensed with.

Toronto Joint Board, Amalgamated Clothing Workers of America, the sum of \$200 received to cover the Sidney Hillman Memorial Award payable to the recipient in 1954-55.

Various donors, amounts received for the following funds:-

\$ 100.00 - Dr. Benjamin Cohen Prize in Obstetrics, payable to the recipient in 1954-55

122.00 - The Samuel Beatty Fund, bringing the total to \$20,597.

3,515.00 - H. M. Cassidy Memorial Research Fund, bringing the total of the Fund to \$77,556.

50.00 - Institute of Child Study Building Alterations Fund

65.00 - University College Alumni, Alumnae Giving Fund

4,060.00 - University of Toronto Dental Research Fund, bringing the total to \$56,943.45.

54-4-23
Execution
of Document -
Canadian
Patents &
Development
Limited

ON MOTION DULY MADE, SECONDED AND
UNANIMOUSLY CARRIED, approval was given for the execution of
an agreement between the University and Canadian Patents and
Development Limited for the continuation of research on

54-4-23
Execution
of Docu-
ment
(Cont'd)

"Crystal Growth in Semi-Conductors", formerly conducted by Dr. B. Chalmers, and to be under the direction of Professor L. M. Pidgeon, Department of Metallurgical Engineering. The research grant is in the amount of \$11,700.00, and is for the period April 1, 1954 to March 31, 1955.

54-4-24
Financial
Statement

The Financial Statement for the University for the month of March 1954 was tabled.

54-4-25
Extension
of Lease
to Ontario
College
of Art

On motion of Mr. Osbourne,
Seconded by Dr. Sullivan,
And unanimously carried,
the Board approved of a request from the Council of the Ontario College of Art for an extension of their lease on the building at Glendon Hall until June 30, 1956.

54-4-26
Allocation
of Invest-
ments

On motion of Mr. Matthews,
Seconded by Mr. Burns,
And unanimously carried,
the Board approved of a proposal to allocate the following bonds, as of the date of purchase, to Trust Endowment Investments rather than to Trust Pool Investments:-

March 8, 1954 - \$25,000 4 $\frac{3}{4}$ %	T. Eaton Acceptance Co. Ltd. Sinking Fund Debentures	due Mar.1,1974 @ \$ 98.50
March 12, 1954 - \$25,000 4 $\frac{3}{4}$ %	do.	due Mar.1,1974 @ \$103.00

54-4-27
Investment
Transac-
tion

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY
CARRIED, the Board confirmed the following transaction:-

Short Term Investment of Surplus Cash -
Purchased for Current Account, April 12th, 1954:-
\$1,000,000 3% Government of Canada Bonds due Nov.1,1956 @ \$101.10

These bonds have been called for redemption on June 1st, 1954, but will yield in the interim approximately 2.20%.

54-4-28
Scale of
Special
Examina-
tion
Fees

The Board was informed of a problem arising with students who must write special examinations because of their religious scruples against writing examinations on the scheduled days. The normal fee for writing a special examination is \$10.00. It was thought undesirable to charge the students with two papers \$20.00 and

54-4-28
Scale of
Special
Examina-
tion Fees

those with three papers \$30.00, and on the recommendation of the President and the Dean of the Faculty of Arts the Board confirmed the following scale of special examination fees:-

One paper - \$10.00

Two or more papers - \$15.00

54-4-29
Retirement
of Miss E.
B. Goodwin,
Head of
the Fees
Department

The Board expressed their appreciation for the excellent work and loyalty of Miss E. B. Goodwin, Head of the Fees Department, Chief Accountant's Office, during her 41 years of service to the University. The Board asked the Bursar to convey to Miss Goodwin their appreciation of her splendid service to the University with their best wishes for her continued good health and happiness. It was noted that she will retire on July 30th, 1954.

54-4-30
Sunday
Concert in
Conserva-
tory Hall

The Board granted a request from Dean Boyd Neel for permission to stage a student concert in the Conservatory Concert Hall on Sunday evening, May 16th.

54-4-31
Waterproof-
ing of old
cement
bleachers,
Varsity
Stadium

On the recommendation of the Comptroller the Board authorized the Athletic Association to complete the waterproofing of the old cement bleachers at Varsity Stadium at a cost of \$8,715.00.

54-4-32
Absence of
the Bursar
through
illness

The Chairman commented on the absence of the Bursar who has been so faithful in the performance of his duties. The Chairman was pleased to report that Mr. Higginbottom's operation had been a success and that he was well on his way to recovery. The Comptroller was asked to convey to him the best wishes of the Board for his speedy recovery.

The meeting adjourned at 5:35 p.m.

Minutes confirmed.

Indefinite
May 14th 1954

[Signature]

Secretary

[Signature]
Chairman

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Friday, May 14th, 1954, at 4 p.m.

Present -

The Chairman (Colonel Phillips)
The President
The Chancellor
Mr. Borden
Mr. Gordon
Mr. Dalgleish
Mr. Osbourne
Dr. Sullivan
Mr. LaBine

Dr. Johnson
Mr. Bryce
Hon. Mr. Justice Hope
Hon. Dr. Bruce
Mr. Ketchum
Mr. Burns
Mr. Clarke
Mr. Matthews

Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary

54-5-1
Minutes
Confirmed

The minutes of the previous meeting were presented and -

On motion of Mr. Bryce,
Seconded by Mr. Gordon,
And unanimously carried,

were confirmed.

54-5-2
Leaves
of
Absence

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, leave was granted to the following members absent from the previous meeting:-

Mr. Borden
Hon. Dr. Bruce
Mr. Bryce
Mr. Duncan
Mr. Fennell

Hon. Mr. Justice Hope
Rt. Hon. Vincent Massey
Dr. Samuel
Mr. Vaughan

The Board granted a request of Dr. Tory for leave of absence from today's meeting.

54-5-3
Report No.
23 of Committee on
Undergraduate
Activities
- Athletic
Association

Report Number 23 of the Committee on Undergraduate Activities, in connection with the Athletic Association, was presented as follows, and -

On motion of Mr. Bryce,
Seconded by Dr. Bruce,
And unanimously carried,

was adopted:-

54-5-3
Report of
Committee
on Under-
graduate
Activities
- Athletic
Association
(Cont'd)

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Friday, May 7th, 1954, at 4 p.m., in connection with the Athletic Association, at which the following were present:-

Mr. Robert A. Bryce
(in the Chair)
The President
The Hon. J. A. Hope
Dr. J. T. A. Sullivan
Mr. C. F. W. Burns
Mr. Beverley Matthews
Mr. Arthur Kelly
Mr. P. A. C. Ketchum

Professor T. R. Loudon,
President, Athletic
Association
Mr. Warren Stevens,
Director of Athletics
Mr. J. P. Loosemore,
Secretary, Athletic
Association

Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary
Mr. G. L. Court,
Assistant Comptroller

1. Report of previous meeting

Mr. Bryce read the report of the previous meeting held on June 11th, 1953, which had been presented to and approved by the Board on June 18th, and -

On motion of Mr. Burns,

Seconded by Dr. Sullivan,
the report was confirmed.

2. Audited Financial Statements for year ended June 30, 1953

Your Committee considered the Audited Financial Statements of the Athletic Association for the year ended June 30, 1953, the details of which were explained by Mr. J. P. Loosemore, Financial Secretary of the Association. These statements showed the following results:-

Revenue	-	\$136,234.73
Expenditure	-	<u>68,637.53</u>
Excess of revenue over expenditure transferred to surplus	-	<u>\$ 67,597.20</u>

The year 1952-53 was one of the best in the history of the Athletic Association.

On motion of Dr. Sullivan,

Seconded by Mr. Justice Hope,
your Committee recommends the Financial Statements for the acceptance of the Board.

3. Stadium Loan

On motion of Mr. Matthews,

Seconded by Mr. Burns,
your Committee is very pleased to report to the Board that the Athletic Association has made repayment of an amount of \$15,000 on the Stadium Loan, which it was found possible to make from this year's operations of the Association (1953-54).

4. Budget for 1954-55

In considering the estimates of the Athletic Association for 1954-55 your Committee discussed at length the football picture, particularly as it related to the decrease in attendance during the past year, and also the controversy which had arisen when the Canadian Intercollegiate Athletic Association decided to drop McMaster from the Senior Intercollegiate series. Professor T. R. Loudon, Pre-

54-5-3
Report of
Committee
on Under-
graduate
Activities
- Athletic
Association
(Cont'd)

sident of the Athletic Association, informed the Committee that an effort is being made to ensure that the original Intercollegiate group of McGill, Queen's and Toronto should not be interfered with by any vote of the Intercollegiate Union, and that the larger Universities would vote on their own affairs. The Director of Athletics, Mr. Warren Stevens, explained to the Committee that there were several conditions that entered into the decrease in attendance at the Intercollegiate games in Toronto, such as competition with other sports, the weather, television, etc. The Secretary of the Athletic Association informed the Committee that it was possible that the Grey Cup playoff of 1955 might be transferred to Vancouver, which would mean a considerable loss to the University of Toronto Athletic Association, and also that if the Inter-provincial Football Union decreased their series from 7 games to 6 it would mean an added decrease in revenue.

In view of the decreased income from the Arena events, your Committee suggested that the Athletic Association give consideration to a reduction in the cost of operation of the Arena.

Following a detailed explanation by the Secretary of the estimated revenue and expenditure for 1954-55, resulting as follows -

Revenue	-	\$244,500
Expenditure:	\$231,720	
Repayment on Stadium		
Loan	10,000	231,720
Surplus		<u>\$ 2,780</u>

your Committee -

On motion of Mr. Kelly,
Seconded by Mr. Burns,
recommends the estimates of the Athletic Association for 1954-55 to the Board for approval.

All of which is respectfully submitted.

(Sgd) Robt. A. Bryce,
Chairman of Committee
(Sgd) C. E. Higginbottom,
Secretary"

May 7th, 1954

54-5-4
Report of
Committee
on Under-
graduate
Activities
- Hart
House

Report Number 24 of the Committee on Under-

graduate Activities, in connection with Hart House, was presented as follows and -

On motion of Mr. Bryce,
Seconded by Mr. Matthews,
And unanimously carried,

was adopted:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Friday, May 7th, 1954, at 4:30 p.m., in connection with Hart House, at which the following were present:-

Mr. Robert A. Bryce
(in the Chair)
The President
The Hon. J. A. Hope
Mr. C. F. W. Burns
Mr. Beverley Matthews
Mr. Arthur Kelly
Mr. P. A. C. Ketchum

From Hart House:
Mr. Joseph McCulley, Warden
Mr. E. A. Wilkinson, Asst. Comptroller
(In the absence of the Comptroller,
Mr. W. R. Cowan, through illness,
Mr. Wilkinson attended the meeting)
Mr. A. G. Rankin, Comptroller
Mr. C. E. Higginbottom, Secretary
Mr. G. L. Court, Asst. Comptroller

54-5-4
Report of
Committee
on Under-
graduate
Activities
- Hart
House
(Cont'd)

1. Report of previous meeting

The report of the previous meeting held on June 11th, 1953, which had been presented to and approved by the Board on June 18th was -

Upon motion of Mr. Justice Hope,

Seconded by Mr. Burns,

taken as read.

2. Audited Financial Statements for the year ended June 30, 1953

Your Committee considered the Audited Financial Statements of Hart House for the year ended June 30, 1953, showing the following results:-

	Expenses	Revenue
General House	\$167,352.33	\$133,890.94
Dining Hall	200,022.50	189,585.78
Tuck Shop	79,315.06	85,493.05
	<u>\$446,689.89</u>	<u>\$408,969.77</u>
	408,969.77	
	<u>\$ 37,720.12</u>	
Grant from University of Toronto		32,278.68
Net loss for year		<u><u>\$ 5,441.44</u></u>

Grant from University of Toronto

Net loss for year

Upon motion of Mr. Burns,

Seconded by the President,

your Committee recommends the Financial Statements for the acceptance of the Board.

3. Report of the Warden

The Warden of Hart House, Mr. Joseph McCulley, presented a memorandum to your Committee (copy of which is attached to this report), which he had already submitted to the Committee on Undergraduate Activities in April, 1954. This memorandum covered a very comprehensive report on certain conditions existing in Hart House and also recommendations for changes, which the Warden stated would not only improve the facilities of Hart House but would no doubt provide additional revenue. The following proposals were considered by your Committee:-

(a) Renovation of Lunch Room

That the Billiard Room in the basement, which was converted some years ago to a lunch room, be renovated and refurnished. While this room is used daily by hundreds of students during the lunch hour, it is not used as a food service centre at other times, and it is now proposed that during the latter part of the afternoon, say from 3 p.m. until the close of the Theatre in the evening, this room be used as a co-educational coffee shop and that a continuing service of beverages, sandwiches, snacks, etc. be provided.

That an outside entrance be provided for this room which could be used during the late afternoon and evening without in any way impinging on the normal activities of the House or detracting from the external architecture of the building.

Upon motion of Mr. Justice Hope,

Seconded by Mr. Ketchum,

your Committee recommends that authority be given for an estimated expenditure of \$15,000 to cover the cost of alterations, refurnishing and necessary equipment, the funds to be drawn from the reserves of Hart House.

(b) Renovation of Basement Washroom

That the present basement washroom be renovated to provide accommodation for women. There are many occasions (such as large dances, dinners and receptions) when it is necessary to provide washroom facilities for women guests, and it is proposed in the modernization of

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Report of
Committee
on Under-
graduate
Activities
- Hart
House
(Cont'd)

this room to sub-divide it so that one portion may be set aside for women and another for men.

Upon motion of Mr. Justice Hope,

Seconded by Mr. Ketchum,
your Committee recommends the expenditure of \$4,000 for the renovation of the basement washroom, this amount to be drawn from the reserves of Hart House.

(c) Art Collection Book

That as Hart House possesses what is generally considered to be the finest collection of Canadian painting outside the National Gallery - a total of 103 canvasses, the Art Committee is proposing to publish an illustrated catalogue of the collection with biographical notes or annotations on each of the paintings and artists, this book to be published by the University of Toronto Press. Due to the existing costs of printing and engraving, it is obvious that the publication of such a book on a private basis cannot be undertaken without subsidy, and the sum of \$2,500 is now available from outside sources and special funds, and not from operating revenue, to assist in defraying the cost of the first edition. It is expected that 600 copies will be sold to students at \$2.50, 200 copies at \$4.50, leaving 200 copies to be sold.

Upon motion of Mr. Justice Hope,

Seconded by Mr. Kelly,
your Committee recommends that approval of the Board be given to the publication of this book at a cost of approximately \$5,300.

(d) Hart House Orchestra

That the new orchestra to be formed under the direction of Dr. Boyd Neel, Dean of the Royal Conservatory of Music, be known as the Hart House Orchestra.

Upon motion of Mr. Justice Hope your Committee recommends that approval be given to this proposal provided there are no financial obligations on the part of the Conservatory or the Board of Governors in this connection. The President informed the Committee that the Conservatory approved of the proposal, and the Warden stated that His Excellency the Rt. Hon. Vincent Massey also looked on it with favour.

(e) Caledon Hills Farm

The Warden referred to the authority given by the Board of Governors on October 25th, 1951, for an expenditure of \$1,000 a year for three years to improve the facilities at the Caledon Farm. That trial period is now completed and the Warden informed the Committee that there were certain minor capital improvements which should be made.

Your Committee recommends that authority be given for an expenditure for each of the next two years of the sum of \$500 per year from the reserves of Hart House, to be used as occasion demands for the further improvement of the facilities at the Farm.

4. Budget for 1954-55

Your Committee considered at length the estimates of Hart House for 1954-55. In his memorandum the Warden stated that a review of their financial status as at the end of January indicated that they could not hope to meet the proposed budget for 1953-54 without making certain modifications. He stated that these had been effected and that it was their hope that they would conclude the current year at a point very close to their original budget. With reference to an increase in the Hart House fee, which had been previously considered, the Warden felt that this was not justified and that any increase might very easily raise questions from various component units of the University who operate student union facilities within their own Colleges. He would prefer that if the estimates as proposed for 1954-55 seemed reasonable to the Board, an increase in the Hart House fee should

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(Cont'd)

not be considered at this time, but he was happy to leave the question to their decision.

Your Committee, after discussing the various items, recommends the estimates of Hart House for 1954-55 to the Board for approval, these estimates resulting as follows:-

	<u>Revenue</u>	<u>Expen- diture</u>	<u>Net Profit or Loss (-)</u>
<u>General</u>			
General House	\$165,785	\$169,052	\$3,267(-)
Barber Shop	16,000	13,196	2,804
Guest and Staff Rooms	<u>6,000</u>	<u>3,900</u>	<u>2,100</u>
Operating Profit or Loss (-)			\$1,637
<u>Food Service</u>			
Tuck Shop	\$ 97,000	\$ 87,800	\$9,200
Dining Hall	<u>191,000</u>	<u>200,000</u>	<u>9,000(-)</u>
Operating Profit or Loss (-)			\$ 200
Combined Operating Profit or Loss (-)			<u>\$1,837</u>

All of which is respectfully submitted.

(Sgd) Robt. A. Bryce,
Chairman of Committee
(Sgd) C. E. Higginbottom,
Secretary"

May 7th, 1954

In connection with Clause 3 cover-
ing the Warden's Report -

It was moved by Mr. Bryce,
Seconded by Mr. Justice Hope,
And unanimously carried,

that approval be given for the following projects which in-
volve capital expenditure:-

- (a) Renovation of Lunch Room - \$15,000.00
- (b) Renovation of Basement Washroom - \$ 4,000.00

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Report
Number 191
of the
Finance
Committee

Mr. Gordon read Report Number 191
of the Finance Committee and after making certain changes the
report was -

On motion of Mr. Gordon,
Seconded by Mr. Matthews,
And unanimously carried,

adopted as follows:-

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Finance
Committee
Report
(Cont'd)

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting at the Toronto Club on Monday, May 10th, 1954, at 12:30 p.m., at which the following were present:-

Mr. Walter L. Gordon
(in the Chair)
The President
The Chancellor
Mr. Henry Borden
Mr. C. F. W. Burns
Mr. Beverley Matthews
Mr. Norman C. Urquhart
Mr. W. A. Osbourne

Mr. A. G. Rankin,
Comptroller

Mr. C. E. Higginbottom,
Secretary

1. Quarterly Progress Report on Investment Policy

The Chairman reported that the Quarterly Progress Report on Investment Policy of the University of Toronto, prepared by Mr. R. K. Martin, Investment Counsel, under date of April 27, 1954, had previously been distributed to and examined by the members of the Finance Committee.

2. Investment Transactions

Upon motion of Mr. Burns,

Seconded by Mr. Osbourne,

your Committee recommends to the Board for confirmation the following investment transactions not previously approved:-

(a) Purchased for -

Trust Pool

\$ 25,000 4½%

Aluminum Co.
of Canada Sink-
ing Fund

25,000 4½%

Debentures
do.

due Mar. 1, 1973

@ \$101 7/8

due Mar. 1, 1973

@ 102

Sinking Fund

\$ 2,000 3%

Ontario Hydro-
Electric Power
Commission

due Apr. 1, 1970

@ 96¾

1,000 3%

do.

due Nov. 1, 1969

@ 96½

Annie L. Laird Scholarship Fund

\$ 500 3%

Ontario Hydro-
Electric Power
Commission

due Apr. 1, 1970

@ 97

4,000 3%

Province of
Ontario

due Dec. 15, 1970

@ 97

Maurice Cody Memorial Prize

\$ 400 3¾%

Canada Permanent
Mortgage Notes

due May 1, 1973

@ 100

Trust Endowment

\$ 50,000 4½%

Aluminum Co. of
Canada

due Mar. 1, 1973

@ 102½

General Endowment

\$ 50,000 3¾%

Bell Telephone
Co. of Canada
1st mortgage

due May 15, 1979

@ 100

25,000 4%

General Motors
Acceptance
Corporation

due June 1, 1964

@ 100

(b) Sold for -

Trust Pool

\$ 50,000 3%

Dominion of
Canada

due Oct. 1, 1959-63

@ 100 1/8

Annie L. Laird Scholarship Fund

\$ 1,500 3%

Government of
Canada

due May 1, 1957

@ 100.31

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Finance
Committee
Report
(Cont'd)

3. Claims for Losses from Theft

Your Committee was informed of the following claims paid by the Insurance Company under the Money and Securities policy for thefts:-

- (a) Jan. 28, 1954 - \$ 5.93 representing petty cash in Department of Psychology
- (b) Feb. 15, 1954 - \$60.00 representing petty cash, receipts and stamps in Department of Metallurgical Engineering

4. University Pension and Group Life Plan

- (a) Further consideration of employees presently ineligible to join the Plan

In March 1953 the Finance Committee received a report from the Comptroller which indicated that 1,094 employees out of a grand total of 3,334 were presently members of the Academic or Administrative Plan for Annuity Benefits and Group Life Insurance. Another 382 employees would become eligible to join the plans on the completion of the service requirements. This left a balance of 1,858 employees ineligible to join either plan because they could not qualify as either full-time salaried members of the academic staff or full-time salaried members of the administrative staff.

A further study of ineligibles has been made in collaboration with our Pension Consultant, Mr. Gordon Coburn. We now report as follows:-

As at March 1953

Total number of employees on payrolls of the University and its subsidiaries		3,334
Number of employees on Pension Plan	1,094	
Number of employees who will become eligible on completion of service requirements	382	1,476
Number of employees considered ineligible to join pension plan at any time		<u>1,858</u>

As at March 1954 the 1,858 can be classified as follows:

A. Connaught Laboratories employees (now to be covered separately)	246
B. Part-time and sessional employees (do not merit consideration)	803
C. Hourly-rated employees (wages subject to Union negotiation and should continue to be ineligible)	563
D. Certain full-time salaried staff:	
at Press	20
at Conservatory	16
(should be considered eligible immediately)	36
E. Full-time salaried persons engaged under research projects financed by specific grants (should be considered eligible after five years' continuous employment)	210
	<u>1,858</u>

Your Committee recommends in principle the inclusion in the University Pension and Group Life Plan of the group designated as 'D' above, viz:

(a) Certain full-time salaried employees at the Press	20
(b) Certain full-time salaried employees at the Conservatory	16
	<u>36</u>

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Finance
Committee
Report
(Cont'd)

Your Committee also recommends that the research personnel or employees paid from research grants, who have had continuous employment on a full-time basis with the University for five years, be automatically placed on the Pension Plan; if possible, the employer's cost to be assessed to the research project. No provision is to be made at the present time for past service in the Press, the Conservatory, or for members of the staff paid from research grants.

(b) Recommendations and Report of Pension Consultant

As a result of his re-examination of our Pension and Group Life Plans Mr. Gordon Coburn, our Pension Consultant, submitted a report under date of April 15, 1954, in which he made a series of recommendations for improvement in our plans. Mr. Coburn pointed out the benefit which the University would derive if the retirement age were changed from 65 to 68. This would effect a saving to the University of approximately \$100,000. Mr. Coburn suggested that this saving might be utilized to improve the plan with respect to earlier retirement for disabled members, increased group insurance, etc. In view of the very favourable rates now quoted by Canada Life, Mr. Coburn felt that consideration should be given to the purchase of all annuities from Canada Life instead of the present plan of purchasing the first \$1,200 from Government Annuities.

5. Budget for 1954-55

Your Committee recommends the approval of the budget for 1954-55 which contemplates a deficit for the year of \$132,816. Detailed schedules supporting the various items of income and expenditure have been prepared for each member of the Board.

In its Report Number 189 of January 25th, 1954, your Committee presented the target budget for the year 1954-55 in some detail. It should not be necessary to go into the same detail in presenting the final budget, the essential features of which are summarized below:

	1953-1954 Budget	1954-1955 Target	1954-1955 Final
Enrolment	9,781	9,582	9,582
Expenditures	\$10,368,219	\$10,660,988	\$10,665,566
Income	4,703,219	4,764,682	4,823,750
Balance to be covered by grants	\$ 5,665,000	\$ 5,896,306	\$ 5,842,816
Federal grant	\$ 965,000	\$ 965,000	\$ 1,010,000
Provincial grant	4,700,000	4,700,000	4,700,000
	\$ 5,665,000	\$ 5,665,000	\$ 5,710,000
Deficit	-	\$ 231,306	\$ 132,816
Special reserves provided for in expenditures	\$ 84,413	-	-
	\$ 84,413	\$ 231,306	\$ 132,816

The main changes from the target budget are increases in fees, \$33,073, and increases in the federal grant, \$45,000.

Estimated surplus at June 30, 1955

The surplus at June 30, 1953, amounted to	\$ 46,075
From this should be deducted the operating loss of the Royal Conservatory of Music for the years 1951-52 and 1952-53	33,000
	\$ 13,075

Surplus over the current budget for the year
ending June 30, 1954, say \$100,000

The budget for the current year includes a
'Special Reserve for Deferred Maintenance
and Rehabilitation' which it is suggested
should be restored to surplus

Carried forward -	84,413
	\$184,413

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Finance
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Report
(Cont'd)

Brought forward -	\$184,413	\$ 13,075
From this should be deducted the purchase of pianos for the Royal Conservatory of Music	<u>30,050</u>	<u>154,363</u>
Leaving an estimated surplus at June 30, 1954, of		\$167,438
Deduct estimated deficit for the year 1954-55		<u>132,816</u>
Estimated surplus at June 30, 1955		<u>\$ 34,622</u>

6. Budgets of Ancillary Units

In connection with the previous decision of the Board that estimates of all the ancillary units should be presented to the Finance Committee for recommendation to the Board, your Committee discussed the wisdom of such a course of action, as consideration has already been given to the estimates of some of the units by their respective Committees. Your Committee is desirous of ascertaining if it is the Board's intention that the Finance Committee go further into the consideration of these budgets or if the Board is prepared to accept the recommendations of the respective Committees. Your Committee requests further guidance in this matter.

The meeting adjourned at 2:15 p.m.

All of which is respectfully submitted.

(Sgd) W. L. Gordon

Chairman of Committee

(Sgd) C. E. Higginbottom

Secretary"

May 10th, 1954

With reference to Clause 7 respecting the budgets of ancillary units, in which the Committee requested instructions from the Board as to the procedure to be followed in connection with consideration of the estimates of the ancillary units,

It was moved by Mr. Borden,
Seconded by Mr. Matthews,
And unanimously carried,

that the Finance Committee shall have no responsibility with respect to the respective budgets of subsidiary units of the University (where such budgets are dealt with by Standing Committees of the Board of Governors and referred by them to the Board of Governors) unless such budgets or the financial affairs of such units are specifically referred by the Board of Governors to the Finance Committee.

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Report No.
30 of the
Press
Committee

Press Committee Report Number 30

was presented as follows and -

On motion of Mr. Justice Hope,
Seconded by Mr. Burns,
And unanimously carried,

was adopted:-

54-5-6
Press
Committee
Report
(Cont'd)

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Tuesday, May 11th, 1954, at 4:30 p.m., at which the following were present:-

The Hon. J. A. Hope
(in the Chair)

The President

Mr. G. A. LaBine

Mr. C. F. W. Burns

From the University Press:

Mr. Marsh Jeanneret, Director

Mr. J. G. Garden, Chief Accountant

Mr. A. G. Rankin, Comptroller

Mr. G. L. Court, Asst. Comptroller

Mr. C. E. Higginbottom, Secretary

1. Report of previous meeting

The report of the previous meeting held on February 19th, 1954, which had been submitted to and approved by the Board of Governors on February 25th, was adopted and confirmed.

2. Director's Report

The Director of the University Press, Mr. Marsh Jeanneret, presented a comprehensive report on the operations of the Press since the last meeting of your Committee, together with financial statements to April 30, 1954, the balance sheet summary of which was as follows:-

<u>Balance Sheet</u>	<u>Apr. 30, 1953</u>	<u>Apr. 30, 1954</u>
Cash on hand and in Bank	\$ 72,286	\$ 83,001
Current Liabilities	114,832	103,289
Net current assets	155,610	209,592

Net Inventories:

Publications	41,427	38,599
Printing Dept.	35,453	29,838
Work in Progress	55,945	62,889
Book Store	75,026	54,770

Favourable operating trends on the year to date were noted in all main Press Departments, including Printing, Book Store, and Publishing.

3. Fire Hazard - Baldwin House

The Director's report contained a reference to the fire hazard in Baldwin House at night and during week-ends, particularly with reference to those accounting records (including accounts receivable and uncharged dockets) that cannot be stored in the main Press vault at night. Your Committee discussed the advisability of acquiring a cabinet in which these records might be stored with safety, and a design was submitted at a cost of approximately \$1,650.

Upon motion of the President,

Seconded by Mr. LaBine,

your Committee recommends that authority be given for the purchase from surplus of such a cabinet, which carries a fire rating of four hours plus, subject to the approval of the University Comptroller and the Director of the Press.

4. Summer Maintenance

The subject of interior and exterior maintenance of the Book Store and of the general office area of the Press was discussed, and the following maintenance requirements at estimated costs shown were noted:-

Repair of broken tiles in Book Store	- \$ 50.00
Painting of interior of Book Store	- 430.00
Painting of office area of Press	- 700.00
Painting of woodwork exterior, Book Store	- 350.00

Upon motion of Mr. LaBine,

Seconded by Mr. Burns,

your Committee recommends that the above maintenance work be undertaken, provided that the Director first ascertain whether or not

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Press
Committee
Report
(Cont'd)

the cost of exterior maintenance, which might well be a responsibility of the Superintendent's Department, could be included in the Superintendent's budget.

5. Changes in Titles

It was noted that following his return from leave of absence, Professor George Brown will assume a minor relationship with the Press, and that Miss E. Harman's appointment as Assistant Director has left vacant the posts of Associate Editor and of Production Manager. Therefore your Committee recommends the following appointments and titles:-

Professor George Brown as Honorary Editor

Miss F. G. Halpenny as Associate Editor

Miss B. Plewman as Production Editor

6. Labour Negotiations

The Director informed your Committee that the Pressroom agreement has been concluded and will remain in force until October 15, 1955, and note was taken of the fact that among other provisions this agreement contains an optional clause providing for participation in an industry-wide pension plan to be negotiated between the employers and the union with the alternative of paying an hourly increase of approximately the same cost. The Director also reported that both the Typographical and Bindery agreements were in conciliation at the present time.

7. Scholarly Publications

Your Committee discussed at length the status of the scholarly publishing programme, taking note of the considerable improvement in General Publications and of the fact that the higher costs of manufacturing have limited the output of scholarly works.

Upon motion of Mr. LaBine,

Seconded by Mr. Burns,

your Committee recommends that a special grant of \$2,000, to be charged against 1953-54 surplus, be made in support of the scholarly programme, without change in the operating budget for the ensuing year.

8. Estimates for 1954-55

The Director presented the estimates covering 1954-55 operations of the Press, copies of which are available herewith. These estimates were reviewed in detail, and your Committee recommends the same to the Board for approval.

The estimates for 1954-55 may be compared in summary form with the Estimated Actual for 1953-54 and the Actual Results of 1952-53, as follows:-

ESTIMATES 1954-55					
	Printing Dept.	Book Dept.	Publish- ing Dept.	Address- ograph Dept.	Total
Income	\$559,300	\$308,300	\$148,000	\$ 8,000	\$1,023,600
Expenditure	481,300	293,600	179,165	7,000	961,065
Gross Surplus (or Deficit)	78,000	14,700	(31,165)	1,000	62,535
Administra- tion Expenses	24,604	13,563	6,511	352	45,030
SURPLUS or (DEFICIT)	\$ 53,396	\$ 1,137	\$(37,676)	\$ 648	\$ 17,505

ESTIMATED ACTUAL 1953-54

	Printing Dept.	Book Dept.	Publish- ing Dept.	Address- ograph Dept.	Total
Income	\$552,556	\$315,637	\$132,970	\$ 7,512	\$1,008,675
Expenditure	477,124	301,530	157,945	6,592	943,191
Gross Surplus (or Deficit)	75,432	14,107	(24,975)	920	65,484
Administration Expenses	21,755	12,427	5,235	296	39,713
SURPLUS or (DEFICIT)	<u>\$ 53,677</u>	<u>\$ 1,680</u>	<u>\$(30,210)</u>	<u>\$ 624</u>	<u>\$ 25,771</u>

ACTUAL 1952-53

Income	\$562,664	\$313,701	\$113,118	\$10,046	\$ 999,529
Expenditure	469,566	298,296	154,467	8,171	930,500
Gross Surplus (or Deficit)	93,098	15,405	(41,349)	1,875	69,029
Administration Expenses	20,383	11,363	4,099	366	36,211
SURPLUS or (DEFICIT)	<u>\$ 72,715</u>	<u>\$ 4,042</u>	<u>\$(45,448)</u>	<u>\$ 1,509</u>	<u>\$ 32,818</u>

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Press
Committee
Report
(Cont'd)

9. Purchase of New Equipment and Improvement of Facilities

Following earlier suggestions made by your Committee, the Director presented a list of anticipated expenditures during 1954-55 covering office replacements and additions to office equipment, including contingencies, as well as anticipated capital additions. At the suggestion of the Comptroller, these items were reclassified as operating and capital expenditures, and

Upon motion of the President,

Seconded by Mr. LaBine,

your Committee recommends purchase of the following as required:-

Chargeable to Operating Accounts:

Book Store

Typewriters

\$ 450.

Adding machine

350.

Accounting Department

Filing Equipment, Fans

400.

Typewriters

500.

General

Office Furniture

325.

Transcriber

300.

\$2,325.

Chargeable to Surplus:

Vault for Baldwin House (previously reported)

\$1,650.

Invoicing Centre typewriter (Electric)

500.

Ventilating installation for women's and men's washroom and lunchroom,

Book Store

400.

Office Alterations

1,500.

\$4,050.

The meeting adjourned at 7:00 p.m.

All of which is respectfully submitted.

(Sgd) J. A. Hope
Chairman of Committee
(Sgd) C. E. Higginbottom
Secretary"

May 11th, 1954

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Press
Committee
Report
(Cont'd)

With reference to Clause 4 - Summer Maintenance, it was agreed that the maintenance work, amounting to \$1,530.00, be undertaken as recommended, and that the cost of the same be met from funds of the Press.

54-5-7
Report No.
1 of the
Royal
Conservatory of
Music
Committee

The first report of the newly appointed Royal Conservatory of Music of Toronto Committee was presented as follows, and -

On motion of Dr. Johnson,
Seconded by Dr. Sullivan,
And unanimously carried,

was adopted:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Wednesday, May 12th, 1954, at 4 p.m., at which the following were present:-

Dr. Edward Johnson
(in the Chair)
The President
Mr. Beverley Matthews
Dr. J. T. A. Sullivan

Mr. A. G. Rankin,
Comptroller
Mr. J. F. Brook,
Secretary-Treasurer
Mr. G. L. Court,
Assistant Comptroller
Mr. C. E. Higginbottom,
Secretary

1. Budget Estimates 1954-55

The Budget estimates for 1954-55 were presented by the Comptroller and reviewed in detail. The estimates indicate a net surplus of \$563 for 1954-55 after inclusion of a grant of \$70,000 from the University, compared with a balanced Budget for 1953-54. However, an actual deficit after grant in 1953-54 is estimated to amount to \$25,694.

The summary of the estimates is as follows:-

	Actual 1951-52 (1)	Actual 1952-53	Budget 1953-54	Estimated Actual 1953-54	Proposed Budget 1954-55
<u>SCHOOL OF MUSIC</u>					
Revenue	\$658,496	\$700,533	\$668,300	\$680,862	\$714,300
Expense	<u>550,938</u>	<u>597,633</u>	<u>561,360</u>	<u>583,133</u>	<u>605,355</u>
Net	<u>107,558</u>	<u>102,900</u>	<u>106,940</u>	<u>97,729</u>	<u>108,945</u>
<u>FACULTY OF MUSIC</u>					
Revenue	\$ -	\$ 33,891	\$ 38,860	\$ 36,684	\$ 37,775
Expense	<u>-</u>	<u>96,225</u>	<u>88,705</u>	<u>84,465</u>	<u>82,315</u>
Net	<u>-</u>	<u>62,334</u>	<u>49,845</u>	<u>47,781</u>	<u>44,540</u>
<u>ADMINISTRATIVE AND MAINTENANCE</u>					
Revenue	\$ 3,363	\$ 2,851	\$ 1,450	\$ 1,450	\$ 4,050
Expense	<u>146,907</u>	<u>154,768</u>	<u>168,570</u>	<u>181,717</u>	<u>169,773</u>
Net	<u>143,544</u>	<u>151,917</u>	<u>167,120</u>	<u>180,267</u>	<u>165,723</u>
<u>OPERATING DEPARTMENTS</u>					
Revenue	\$153,509	\$146,646	\$157,590	\$155,640	\$153,210
Expense	<u>130,523</u>	<u>115,117</u>	<u>117,565</u>	<u>121,015</u>	<u>121,329</u>
Net	<u>22,986</u>	<u>31,529</u>	<u>40,025</u>	<u>34,625</u>	<u>31,881</u>
<u>NET OPERATING DEFICIT, before grant from University</u>	\$ 13,000 -	\$ 79,822 -	\$ 70,000 -	\$ 95,694 -	\$ 69,437
UNIVERSITY OF TORONTO GRANT	-	<u>59,413</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<u>NET SURPLUS OR DEFICIT (-)</u>	(2) \$ 13,000 -	(2) \$ 20,409 -	Ø	\$ 25,694 -	\$ 563

Notes: (1) The Faculty of Music, the Senior School of Music and the Opera School are not included for 1951-52, since they were included in the University's budget.

(2) Additional grants have been paid by the University in 1953-54 to cover the net deficits of \$13,000 in 1951-52 and \$20,409 in 1952-53.

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Report of
Royal Conservatory
of Music
Committee
(Cont'd)

The proposed reduction in the salary of Dr. Mazzoleni was discussed at length, as the Dean, in his letter to the Comptroller submitting his budget, had expressed concern at the proposal. It was pointed out that the appointment of a Dean had resulted in a change in the duties of the Principal of the School of Music, and your Committee thus recommends that the salaries of Dr. Mazzoleni and Dr. Walter be equalized at \$9,000, with expense accounts of \$500 in addition, and that Dr. Mazzoleni be permitted, insofar as performance of his duties as Principal, in the opinion of the Dean, allow, to undertake outside engagements to help compensate in part or in whole for his salary reduction of \$3,050.

Upon resolution of the President,

Seconded by Mr. Matthews,

your Committee recommends the estimates for 1954-55 for approval by the Board of Governors.

2. Royalties due from The Frederick Harris Music Co. Ltd.

Under the amended agreement between the Conservatory and the Frederick Harris Music Co. Ltd., which was approved November 27, 1952, the trade royalties payable by the Company to the Conservatory in respect to 'grade books' was increased from 10% to 20% with effect from July 1, 1951.

Since the Company has not paid any royalties at the increased rate,

Upon motion of Mr. Matthews,

Seconded by the President,

your Committee recommends that the Company now be directed to pay over to the Conservatory the additional royalties which have been accrued but unpaid since July 1, 1951, in an amount of approximately \$20,000.

3. Cheque-Signing Authority

Upon resolution of the President,

Seconded by Mr. Matthews,

your Committee recommends that the Comptroller be relieved of the duty of signing all Conservatory cheques, effective July 1, 1954, and that this function be returned to the normal authorized signing officers of the Conservatory with effect from that date.

4. Opera Festival Association

The minutes of the meeting of a committee appointed by the former Board of Directors to study Opera School staff contracts and relationship with the Opera Festival Association were presented.

Upon motion of the President,

Seconded by Mr. Matthews,

your Committee recommends that the Association be requested to make a grant to the Conservatory in the amount of \$5,000 as a payment in part of the cost of the services rendered by the Opera School to the Association, and that for this purpose and for all future arrangements with the Association the Dean be empowered to negotiate on behalf of your Committee subject to its confirmation.

5. Continuity of Conservatory Administration

In view of the fact that Royal Assent was given to a Bill on April 6, 1954, which cancelled the Charter of the Royal Conservatory of Music of Toronto, and that By-Law No. 19 of the Board of Governors providing for the administration of the Conservatory was not passed until April 23, your Committee felt that some action should be taken to ratify and confirm the actions of the officers of the Conservatory in the period April 6 to April 23.

Upon motion of Mr. Matthews,

Seconded by the President,

your Committee recommends that the Dean and the Secretary-

54-5-7
Report of
Royal Con-
servatory
of Music
Committee
(Cont'd)

Treasurer, and all other officers, servants and employees of the Royal Conservatory of Music of Toronto be confirmed in their present positions as officers, servants and employees of the University on the same terms and conditions as those on which they were engaged and employed as officers, servants and employees of the Royal Conservatory of Music of Toronto, prior to the coming into force of The Royal Conservatory of Music of Toronto Act, 1954, and that all acts and things done in connection with the affairs of the Royal Conservatory of Music of Toronto since the coming into force of The Royal Conservatory of Music of Toronto Act, 1954, by this Board or any officers, servants or employees thereof, pursuant to the direction or under the authority of this Board be and the same are hereby ratified and confirmed.

6. Scholarship Funds

During the discussion of the estimates for 1954-55 the Comptroller had pointed out that the enrolment in Artists and Licentiate Diploma Courses would decline in 1954-55 if scholarships were not available. For the past several years about 35 students per year had been financially assisted from a scholarship fund established by Mr. James Duncan and Dr. Edward Johnson. However the awards made in September, 1953 to 36 students, totalling \$13,062 completely exhausted the fund. The Chairman requested that the matter be deferred until the next meeting of the Committee.

The meeting adjourned at 5:30 p.m.

All of which is respectfully submitted.

(Sgd) Edward Johnson,
Chairman of Committee

(Sgd) C. E. Higginbottom,
Secretary"

May 12th, 1954

Following consideration of the foregoing report of the Royal Conservatory of Music of Toronto Committee -

On motion of Mr. Matthews,
Seconded by Dr. Bruce,
And unanimously carried,

the following resolution was passed:-

RE IT RESOLVED:

(1) That Dr. Edward Johnson be and he is hereby appointed Chairman of the Royal Conservatory of Music of Toronto Committee.

(2) That Mr. James S. Duncan be and he is hereby appointed Vice-Chairman of the Committee.

54-5-8
Trinity
College
Residence
Plans
approved

The Board approved of the plans and specifications, presented at the meeting, for the construction of the east block of a proposed north residence wing for Trinity College.

54-5-9
Avenue
Road
Widening

The Board was informed that the University Solicitor had received a letter from the City Treasurer expressing regret that in connection with the widening of Avenue Road the University lands, No. 205 Avenue Road (Aura Lee Grounds) and No. 460

54-5-9
Avenue Rd.
Widening -
Expropria-
tion of
University
lands
(Cont'd)

Avenue Road (Conservatory Branch) were included in the expropriating by-law, which he stated was unintentional. The Board approved of the conveyance of the University land required for the widening of Avenue Road, without compensation except any legal fees and disbursements involved, and subject to the documents being first approved by the University Solicitor.

54-5-10
Letter of
apprecia-
tion from
Ontario
Education-
al Associ-
ation

There was presented a letter from the Ontario Educational Association expressing sincere appreciation for the kindness and hospitality of the University in entertaining their many groups during the recent convention.

54-5-11
Chancellor-
ship -
Method of
Election

The Board discussed the method of election of the Chancellor, a change in which had recently been considered by the Senate. The Board was in sympathy with the suggestion and was prepared to discuss the matter further with those interested, any proposed change to be submitted to the Provincial Government for approval.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following recommendations of the President were approved:-

54-5-12
Appoint-
ments

(a) Appointments

Faculty of Arts:

H. A. Logan

- Research Associate in Political Economy, Oct. 1, 1954 to May 31, 1955 \$2,500

Faculty of Medicine:

J. K. B. Smith

- Clinical Teacher in Oto-Laryngology, July 1, 1953 to June 30, 1954 \$150 a year

Pathological Chemistry: Apr. 1 to Dec. 31, 1954

Mrs. C. Gwilliam - Senior Technician \$210 a month

Miss M. Brenton - Statistical Clerk \$ 95 " "

A. Bruce-Robertson- Research Assistant \$166.66 per month

Psychiatry:

G. A. B. Watson

- Research Associate, Apr. 1, 1954 to Mar. 31, 1955 at \$3,600 per year

Miss M. Miller

- Stenographer (half time) Apr. 27, 1954 to Mar. 31, 1955 \$1,000 per year

B. A. Cookson

- Research Fellow, Surgery, May 1, to June 30, 1954, \$375 a month

54-5-12
Appoint-
ments
(Cont'd)

Faculty of Applied Science and Engineering:

- G. N. Patterson - Professor of Aerodynamics and Head of the Department, from July 1, 1954 \$9,800 a year
- C. F. Morrison - Professor and Head of the Department of Civil Engineering, from July 1, 1954 \$8,600 a year

Electrical Engineering:

Research Assistants:

- A. E. Hurd - May 15 to Aug. 31, 1954 \$255 a month
- R. M. Chisholm - May 1 to Sept. 1, 1954 \$200 a month
- R. Mittra - May 1 to Sept. 18, 1954 \$175 a month
- N. Tomcio - May 1 to Sept. 1, 1954 \$200 a month
- D. E. Noble - May 1 to Sept. 1, 1954 \$200 a month
- N. J. Wesson - May 1 to July 31, 1954 \$200 a month
- R. S. Davis - Lecturer in Metallurgical Engineering, May 1 to June 30, 1954 \$380 a month

Ontario College of Education: from July 1, 1954

- M. D. Parmenter - Professor of Guidance and Director of the Guidance Centre - \$7,700 a year
- R. D. Phillips - Professor of Methods in Vocational Subjects and Director of Vocational Training and Industrial Arts - \$7,600 a year
- A. F. Skinner - Professor of Education - \$8,200 a year
- D. F. Dadson - Associate Professor of Education and Supervisor of Practice Teaching - \$7,200 a year
- J. S. Carlisle - Assistant Professor of Methods in Geography and History - \$5,900 a year

School of Law:

- J. R. Kimber - Demonstrator in Conveyancing, 1953-54 - \$250

School of Social Work: - from May 3, 1954

- Mrs. B. Geerkens - Assistant Librarian - \$164 a month
- Miss D. Ross) Stenographers 164 " "
- Miss J. E. M. Smith) 164 " "

School of Hygiene: - Physiological Hygiene

- A. Ma - Research Assistant, 1 Apr. 1954 to 31 Mar. 1955 \$1,800 a year
- J. B. Gallagher - Research Assistant, 1 Apr. 1954 to 31 Mar. 1955 \$2,400 a year
- F. A. McCulloch - Technician, 1 Apr. to Sept. 30, 1954 \$2,300 a year
- J. Slovik - Technician, 1 Apr. 1954 to 31 Mar. 1955 \$2,100 a year

54-5-13
Resigna-
tions

(b) Resignations:

Faculty of Arts:

- D. H. Smith - Demonstrator in Chemistry (salary \$800) Apr. 30, 1954
- K. R. Atkins - Associate Professor of Physics (salary \$6,500) June 30, 1954

54-5-13
Resigna-
tions
(Cont'd)

Faculty of Medicine:

- | | |
|-------------------|--|
| W. G. Cosbie | - Associate Professor of Obstetrics and Gynaecology (salary \$300) June 30, 1954 |
| J. G. Strachan | - Associate in Oto-Laryngology (salary \$250) June 30, 1954 |
| Miss D. Edwards | - Technician in Pathology (salary \$1,920) June 30, 1954 |
| Miss E. K. Wilson | - Technician in Pathology (salary \$2,100) June 30, 1954 |
| A. J. Brock | - Technician in Pharmacology (salary \$2,550) May 31, 1954 |

Faculty of Applied Science and Engineering:

- | | |
|-----------------|--|
| L. S. Lauchland | - Associate Professor of Electrical Engineering (salary \$5,300) June 30, 1954 |
|-----------------|--|

School of Physical and Health Education:

- | | |
|---------------------|--|
| Miss M. I. R. Pratt | - Secretary of the School (salary \$2,750) May 31, 1954 |
| Mrs. B. E. Doran | - Assistant in the Office (salary \$1,950) June 30, 1954 |

School of Social Work:

- | | |
|-----------------------|--|
| <u>Stenographers:</u> | |
| Mrs. L. Baerens | - (salary \$1,835) Apr. 30, 1954 |
| Miss D. Judd | - (salary \$1,835) Apr. 30, 1954 |
| Mrs. K. Harris | - Assistant Librarian (salary \$2,000) Apr. 27, 1954 |

University Library:

- | | |
|------------------|--|
| Mrs. J. Hoolihan | - Assistant (salary \$2,350) June 15, 1954 |
|------------------|--|

54-5-14
Leaves of
Absence

(c) Leaves of Absence:

Faculty of Arts:

- | | |
|------------------|---|
| W. A. E. McBryde | - Assistant Professor in Chemistry, July 1, 1954 to June 30, 1955 (half salary) |
|------------------|---|

University College:

- | | |
|-------------------------|--|
| Mrs. R. M. H. Shepherd- | Stenographer in the Office of the Registrar, June 1 to Sept. 18, 1954 (without salary) |
|-------------------------|--|

54-5-15
Appropri-
ations

(d) Additional appropriations and deductions in appropriations:

Applied Physics:

- An additional appropriation of \$2,000 for "Equipment"; and a deduction of \$2,000 from "Salaries".

Household Science:

- An additional appropriation of \$775 for "Laboratory Supplies and Equipment"; and a deduction of \$775 from "Salaries".

University Extension:

- An additional appropriation of \$300 for "Advertising"; and a deduction of \$300 from "Business and Industry Courses".

Miscellaneous:

- An additional appropriation of \$1,400 for "Travelling Fund"; and a deduction of \$1,400 from "Academic Alterations".

54-5-16
Increases
in stud-
ent organ-
ization
fees

(e) An increase in the following student organization fees:

Faculty of Medicine

Medical Society	from \$7.00 to \$8.00
-----------------	-----------------------

Faculty of Pharmacy

Undergraduate Pharmaceutical Society	from \$5.00 to \$7.00
--------------------------------------	-----------------------

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following administrative matters were approved:-

54-5-17
Resignation

(a) Resignation:

Superintendent's Department:

Mrs. Jessie Hoddinott - Chief Telephone Operator (salary \$2,650) June 30, 1954

54-5-18
Appropriations

(b) Additional appropriations and deductions in appropriations:

University College Women's Residences and Union:

An additional appropriation of \$900 for "Whitney Hall - Furnishings (Common Room: 2 Rugs)"; and a deduction of \$900 from "Women's Residence Reserve Fund".

An additional appropriation of \$600 for "Whitney Hall - Furnishings (replacement of Bed linen)"; and a deduction of \$600 from "Women's Residence Reserve Fund".

Banting and Best Department of Medical Research:

An additional appropriation of \$1,050 for "Best Research - Telephones".

Superintendent's Department:

An additional appropriation of \$9,000 for "Central Heat & Power Plant - Repairs and Renewals"; and a deduction of \$9,000 from "Central Heat & Power Plant - Fuel".

54-5-19
Donations -

Donations were reported as follows, and

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were gratefully accepted:-

From -

The Canadian Foundation for the Advancement of Pharmacy, an offer received of three research grants, each in the amount of \$500, or a total of \$1,500, for the Faculty of Pharmacy, to be carried on by graduate students during the summer months. The sum of \$1,000 was received for this purpose, the balance of \$500 to be forwarded in June, 1954.

An anonymous donor, the sum of \$250 received to establish a scholarship in the Faculty of Dentistry. The donor intends to make an annual gift for this purpose, the terms and conditions of the award to be decided upon at a later date.

The J. P. Bickell Foundation, the sum of \$15,600 received to continue the following research grants in the Faculty of Medicine:-

Dr. C. S. Hanes	-	\$ 3,400
Dr. W. T. Mustard	-	7,900
Dr. I. B. Macdonald	-	2,300
Dr. James Key	-	2,000
		<u>\$15,600</u>

The Estate of the late Dr. W. B. Boyd, the sum of \$5,800 received on account of income from the Estate, to be paid to Connaught Medical Research Laboratories for research work under the W. B. Boyd Memorial Fund.

The Canadian Life Insurance Officers' Association, the sum of \$3,500 received as a further grant for the research project - "Study on Extracorporeal Circulation" under the direction of Dr. W. T. Mustard.

Marsland Engineering Limited, the sum of \$500 received to cover the first award of their Scholarship which will be payable to the recipient in 1954-55.

Ladies' Auxiliary to Toronto Pharmacists, the sum of \$400 received to cover the first awards of their Bursaries, of the value of \$200 each, which are to be made in the Autumn of 1954.

54-5-19
Donations
(Cont'd)

From -

Mr. Harry S. Parkinson, the sum of \$200 received, representing the honorarium received by him as a member of the staff in the School of Law during the present session, to be used at the discretion of the Dean of the School of Law as a bursary for needy students pursuing a course of study there.

Dr. C. A. Chant, the sum of \$72.50 received for the specific purpose of planting 25 spruce trees to complete gaps in a pattern around the dome of the David Dunlap Observatory.

Principal Jeanneret, notification received that the University College Women's Undergraduate Association that they will retain the \$3,000 bond previously offered for their Centenary Scholarship, and will follow the suggestion of the Board that the interest thereon be paid to the University for the award each year.

Miss Elsie Watt, the donor of the Kathleen Russell Scholarship, a suggestion received in connection with the value of the award as follows: The award has been of the value of \$1,250, being available in the amount of \$250 a year for 5 years to the recipient who must be enrolled in the Basic Degree Course, of 5 years' duration. The course is to be a 4 year course, effective in 1954-55. Miss Watt has suggested that the award be of the value of \$1,000 payable in the amount of \$250 a year for 4 years, and that adjustments be made in the awards being paid at present.

The National Cancer Institute of Canada, notification received that the \$875 forwarded as a renewal of their Fellowship for April, May and June, 1954, was an overpayment, as the original grant - No. 28, McCulloch - was for the period July 1, 1953 to June 30, 1954. The Institute has extended the Fellowship for 1 month - July, 1954 - and requests that the funds remaining to the credit of the Fellowship on July 31, 1954 (\$583.32) be returned to the Institute.

Various donors, amounts received for the following funds:-

- \$ 100 - H. M. Cassidy Memorial Research Fund, bringing the total to \$77,656.00.
- 100 - Frank S. Hogg Memorial Fellowship Fund, bringing the total to \$8,651.41.
- 20 - Hugh Alexander Hoskin Scholarship Fund, bringing the total of \$3,141.00.
- 35 - Harold Adams Innis Memorial Fund, bringing the total to \$9,553.61.
- 25 - University College Alumni, Alumnae Giving Fund
- 3,325 - University of Toronto Dental Research Fund, bringing the total to \$60,268.45.

54-5-20
Financial
Statement,
April

The Financial Statement of the University for the month of April 1954 was tabled.

54-5-21
Ontario
College of
Pharmacy

The Board was informed of the receipt of the Transfer, Deed, etc., conveying to the University the lands formerly owned by the Ontario College of Pharmacy. A survey of the property discloses what purports to be a former private lane leading southerly from McGill Street and thence westerly. An agreement registered on

54-5-21
Ontario
College of
Pharmacy
(Cont'd)

title provides that if this lane is closed a right of way is to be granted to the owners of the lands immediately to the west over a strip of land 10' wide shown on the survey as "new private lane". There is apparently some doubt as to whether this new private lane has been opened although it appears that the former lane has been closed. The above agreement also provides that the Ontario College of Pharmacy is to grant to the owner of the lands immediately to the west a strip of land 7" in width along the westerly boundary of the College lands. This does not appear to have been done. The Solicitors, however, are of the opinion that by virtue of the above-mentioned Transfer and Deed, the Governors have obtained a good, marketable title to the lands more particularly described therein, subject only to the agreement above-mentioned affecting the lane and a strip of land 7" in width along the westerly limit of such lane.

A letter was presented from Messrs. Borden, Elliot, Kelley, Palmer & Sankey stating that "The Pharmacy Amendment Act 1954" was passed at the recent session of the Ontario Legislature, and comes into force on May 14th, 1954, together with "The Pharmacy Act 1953". The Pharmacy Amendment Act 1954 provides by Section 3 that "Section 4 of The Pharmacy Act 1953 is amended by adding thereto the following sub-section: (1a) the Dean of the Faculty of Pharmacy of the University of Toronto shall be ex officio a member of the Council".

A further letter was presented from Borden, Elliot, et al, in connection with the dissolution of the affiliation of the Ontario College of Pharmacy with the University of Toronto, and the establishment of the Faculty of Pharmacy at the University, as follows:-

54-5-21
Ontario
College of
Pharmacy
(Cont'd)

"A. G. Rankin, Esq.,
Comptroller,
University of Toronto,
Toronto 5, Ontario.

25 King St. West,
Toronto 1

May 12, 1954

Dear Mr. Rankin:-

The Ontario College of Pharmacy

We have acted on behalf of the Governors of the University of Toronto during the negotiation, execution and delivery, and performance to date of the agreement made in duplicate on June 30, 1953, between The Ontario College of Pharmacy (hereinafter called the College) and the Governors of the University of Toronto (hereinafter called the Board) relating to the establishment of a Faculty of Pharmacy at the University of Toronto, the dissolution of the affiliation of the College with the University of Toronto and the discontinuance of the school of instruction carried on by the Pharmaceutical Council of the College, and we have supervised the corporate proceedings of the Board and all other legal matters in connection therewith. We have examined such Statutes of the Province of Ontario, resolutions and other documents, or copies thereof, as we considered advisable.

In our opinion,

- (a) the agreement above referred to was duly authorized, executed and delivered by the College and the Board and constitutes a valid and binding agreement between the College and the Board;
- (b) the agreement does not contravene the provisions of the University of Toronto Act, 1947 or the provisions of The Pharmacy Act of Ontario nor will it contravene the provisions of The Pharmacy Act, 1953 (which will come into force on May 14, 1954);
- (c) the Faculty of Pharmacy of the University of Toronto has been duly established;
- (d) the affiliation of the College with the University of Toronto has been duly dissolved; and
- (e) the agreement has been duly performed by the College and the Board insofar as the same is required by its terms to be performed as at this date subject only to the stamping or labelling for identification by the College of the equipment and furnishings set forth in Schedule B of the agreement as to which we have no personal knowledge.

We draw to your attention however the continuing obligations of the College and the Board set forth in the agreement.

Yours faithfully,

Borden, Elliot, Kelley, Palmer & Sankey"

54-5-22
Expropri-
ation of
No. 65 St.
George St.

In connection with negotiations for the purchase of No. 65 St. George Street, previously reported to the Board, the owners have refused to accept the offer made by the University, and as a result the following By-Law was -

On motion of Mr. Borden,
Seconded by Mr. Osbourne,
And unanimously carried,

passed, and authority was given for provision of the necessary

54-5-22
Expropri-
ation of
No. 65 St.
George St.
(Cont'd)

funds to acquire this property by expropriation:-

THE GOVERNORS OF THE UNIVERSITY OF TORONTO
BY-LAW

to acquire certain lands

WHEREAS by virtue of the provisions of The University of Toronto Act, 1947, The Governors of the University of Toronto are empowered to expropriate all such real property as they may deem necessary for the purposes of the University of Toronto;

AND WHEREAS the real property hereinafter described is deemed necessary by The Governors of the University of Toronto for the purposes of the University of Toronto;

NOW THEREFORE be and it is hereby enacted as a By-Law of The Governors of the University of Toronto as follows:-

The following real property, namely -

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the City of Toronto, in the County of York and being composed of part of Park Lot Number 14 in the First Concession from the Bay fronting on the east side of St. George Street and described as follows:- COMMENCING at a point on the limit between Park Lots Numbers 13 and 14 on the southerly limit of the lands heretofore sold by one Walter N. Anderson to one Marie Antoinette Mayer, which said point is distant southerly seventy-five feet (75') from a stone monument erected at a point where the northerly limit of Willcocks Street, if produced, would intersect the limit between Park Lots Numbers 13 and 14; THENCE southerly along the said limit between Park Lots Numbers 13 and 14 seventy-eight feet seven inches (78' 7"); THENCE westerly at right angles to the said limit between Park Lots Numbers 13 and 14 one hundred and ninety-eight feet (198') more or less to the easterly limit of St. George Street; THENCE northerly along the said easterly limit of St. George Street seventy-eight feet seven inches (78' 7") to a point distant seventy-five feet (75') southerly from where the northerly limit of Willcocks Street, if produced, would intersect the said easterly limit of St. George Street, the said last mentioned point being the southerly limit of lands conveyed to the said Marie Antoinette Mayer; THENCE easterly along the southerly limit of the lands conveyed to Marie Antoinette Mayer one hundred and ninety-eight feet (198') more or less to the place of commencement, is hereby expropriated by The Governors of the University of Toronto for the purposes of the University of Toronto.

ENACTED this 14th day of May, 1954.

WITNESS the Corporate Seal of The Governors of the University of Toronto attested by the signatures of the proper officers in that behalf.

THE GOVERNORS OF THE UNIVERSITY OF TORONTO

Witness:

(Sgd) Margaret W. Donovan

(Sgd) W. Eric Phillips
Chairman
(Sgd) C. E. Higginbottom
Bursar"

54-5-23
Position
Analysis
Survey
Report

The Consultant's Report on a Position

Analysis Survey for the non-academic staff was tabled.

54-5-24
Faculty of
Dentistry
Building

The Chairman again emphasized the desirability of erecting an entirely new building to accommodate the Faculty of Dentistry rather than providing for an expansion of the existing facilities, as indicated in his letter of April 26th, 1954, to Premier Frost.

*Indented
C.B.*

The meeting adjourned at 6:25 p.m.

Minutes confirmed.

June 24th 1954.

Henry Rorden
Vice-Chairman

C. Higginbotham
Secretary

Minutes of the meeting of the Board of
Governors held in the Board Room, Simcoe Hall, on Thursday, June
24th, 1954, at 4 p. m.

Present -

Mr. Borden, Vice-Chairman,
(in the Chair)
The President
Mr. Gordon
Mr. Osbourne
Dr. Sullivan
Mr. Urquhart

Mr. Vaughan
Hon. Mr. Justice Hope
Dr. Samuel
Mr. Kelly
Mr. Dalglish
Mr. Burns

Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary

54-6-1
Mr. Borden
in the
Chair

In the absence of the Chairman of the
Board, Mr. Borden, the Vice-Chairman, took the Chair.

54-6-2
Minutes
confirmed

The minutes of the previous meeting were
presented and -

On motion of Mr. Justice Hope,
Seconded by Mr. Urquhart,
And unanimously carried,
were confirmed.

54-6-3
Leaves
of
Absence

ON MOTION DULY MADE, SECONDED AND UNANIM-
OUSLY CARRIED, leave was granted to the following members absent from
the previous meeting:-

Mr. Duncan
Mr. Fennell
Mr. Kelly
Rt. Hon. Vincent Massey

Dr. Samuel
Dr. Tory
Mr. Urquhart
Mr. Vaughan

54-6-4
University
of Toronto
Visitors'
Guide

There was presented to the Board a brochure
entitled "University of Toronto Visitors' Guide", which the President
stated had been prepared by the Publicity Department and which was
very favourably received by the Board.

54-6-5
Royal Conservatory
of Music
Committee
Report
No. 2

In the absence of Dr. Johnson, the
Chairman requested Dr. Sullivan to present Report No. 2 of the
Royal Conservatory of Music of Toronto Committee, and -

On motion of Dr. Sullivan,
Seconded by Mr. Osbourne,
And unanimously carried,

the report was adopted as follows:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting
in the Board Room, Simcoe Hall, on Thursday, June 17th,
1954, at 4 p.m., at which the following were present:-

Dr. Edward Johnson	From the Conservatory:
(in the Chair)	Dr. Boyd Neel, Dean
The President	Mr. J. F. Brook,
Dr. J. T. A. Sullivan	Secretary-Treasurer
Mr. Beverley Matthews	

Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary

Chairman's Items

1. Report of previous meeting

The report of the meeting held on May 12th, 1954,
which had been submitted to and approved by the Board of
Governors on May 14th, was presented and -

Upon motion of Dr. Sullivan,
Seconded by the President,

the report was confirmed.

Dean's Items

1. Proposed additional faculty appointment - Temianka

Dean Neel informed the Committee that on a recent trip he had had a conversation with Mr. Henry Temianka, a prominent violinist, who at present is located in the United States and is fulfilling important engagements at the same time. Mr. Temianka had intimated to Dean Neel that he would consider accepting an appointment on the staff of the Conservatory if it were offered to him. In view of the fact that the budget had already been approved, the Dean requested the Committee to give consideration to supplementing the budget in order to obtain the services of Mr. Temianka, who he stated would be a very valuable acquisition to the staff of the Conservatory. The Dean stated that Mr. Temianka would probably come for a salary of \$6,000.00 and suggested that with certain revisions in the budget he thought he would be able to find \$3,000.00, or half of the amount required. He also stated that it might be possible to make arrangements for the revenue from any outside engagements which Mr. Temianka might receive to be used to underwrite the balance of the \$3,000.00 necessary.

Your Committee recommends that authority be given to the Dean to amend the budget to provide for the inclusion of the additional \$3,000.00, and that the Dean endeavour to arrange with Mr. Temianka for payment to the Conservatory of revenue he might receive for concerts, etc. up to an amount of \$3,000.00, the balance required. The Dean was authorized to pursue this matter further and the Committee recommends that the Comptroller be requested to communicate the views of the Committee to the Dean.

54-6-5
Royal Con-
servatory
of Music
Report
(Cont'd)

2. Legacy from Van Luven Estate

There was presented to your Committee a letter, dated May 20th, 1954, addressed to the Royal Conservatory of Music of Toronto from Mr. K. G. Pippet, Estates Officer of The Canada Permanent Trust Company, regarding a bequest of the late Jane E. Van Luven of \$2,000.00 to be used and applied as a memorial to her daughter, Helen Emily Van Luven. Consideration was given to various suggestions as to what form the memorial would take, and an effort is being made to ascertain what preference the family may have in this connection.

3. Rotary Club profits

The Chairman informed your Committee of the receipt of a donation of \$500 from The Rotary Club of Toronto following the successful presentation of the Metropolitan Opera Company in Maple Leaf Gardens.

On motion of the President,

Seconded by Mr. Matthews,
your Committee recommends that the \$500 received be accepted with gratitude and that the money be used for the Opera Class in the Summer School; the budget for the Opera Class in the Summer School to be increased by \$500 to provide scholarships or bursaries for deserving students attending the Opera School Workshop.

4. Music Critics' Course

Dean Neel informed the Committee of the impression he had received in connection with 'Press Criticism' since his arrival in Toronto, and stated that he thought it was desirable to institute a course at the Royal Conservatory of Music for the same. He stated that such a course had been established at the University of Southern California, in connection with which 52 newspapers sent journalists to take the course. The Dean also stated that he would be prepared to assume responsibility himself for the conducting of the course, and it was suggested that he send the three Toronto newspapers and the Canadian Daily Newspaper Association a copy of a proposed syllabus and ask them if they would be willing to pursue the matter and assist in the promotion of the course.

5. Scholarships

Your Committee discussed the position of the Faculty of Music Scholarship Fund, in connection with which it was pointed out that there was a deficit at June 10th, 1954, of \$799.50. Your Committee recommends that authority be given for the solicitation of funds for 1954-55 to a total of \$20,000.00, and in presenting this recommendation expresses the hope that in view of the success which Mr. James Duncan had had previously in raising funds for this purpose, he will undertake responsibility for the collection of these funds. It was also suggested that in view of the very serious need for refurbishing of the concert hall, inclusion be made in the appeal for funds for renovations as well as for scholarship purposes.

Your Committee also recommends that a Scholarship Committee, consisting of the Dean, Dr. Mazzoleni, Dr. Walter, Mr. Silvester, Mr. J. C. Evans and Mr. Brook, the Secretary-Treasurer, be requested to review the amounts charged for fees and accommodation, and present a report in connection with the same.

Secretary-Treasurer's Items

1. Financial Statements

(a) Audited Financial Statement for year ended June 30, 1953

The Audited Financial Statement for the year ended June 30th, 1953, which had been presented to the Board on February 25th, 1954, and returned to the Auditors for revision, was now tabled in the revised form.

(b) Forecast of operating results for 1953-54

There was presented for consideration of the Committee a forecast of the operating results for the year 1953-54, which indicated a change from the estimated operating deficit in February, 1954, of \$23,745.00 to a reduction in the actual estimated deficit for the year to \$8,235.00, and it was expected that even an improvement on this might be expected.

54-6-5
Royal Con-
servatory
of Music
Report
(Cont'd)

2. Salary adjustments, non-academic staff

Certain salary adjustments for the non-academic staff were considered, which following curtailment of staff resulted in an estimated increase of approximately \$500.00.

Upon motion of Mr. Matthews,

Seconded by Dr. Sullivan,
your Committee recommends approval of the following salary adjustments for the non-academic staff:-

	Salary 1953-54	Salary 1954-55	Recom- mended Salary 1954-55	Addit- ional Increase	Total Increase
<u>Examination Department</u>					
Mrs. H. Bickell, head	\$ 3,250	\$ 3,300	\$ 3,350	\$ 50	\$ 100
Miss B. Taylor, senior clerk	2,500	2,580	2,600	20	100
<u>General Office</u>					
Mrs. E. Campbell, cashier	2,200	2,250	2,300	50	100
Mr. H. Campbell, night cashier	1,830	1,875	1,930	55	100
Miss E. Couse, switchboard operator	2,200	2,250	2,300	50	100
Miss D. Haverson, Dean's Secretary	2,580	2,580	2,650	70	70
Mrs. C. Thorn, night switch- board operator	1,300	1,340	1,375	35	75
<u>Registration Department</u>					
Miss M. Williams, head	2,520	2,600	2,620	20	100
<u>Library</u>					
Miss J. Lavender, head	2,850	2,910	2,950	40	100
Miss M. O'Connor, assistant	2,150	2,200	2,220	20	70
<u>Maintenance</u>					
Miss D. Baylen, typist	1,930	2,010	2,030	20	100
<u>Music Supply</u>					
Miss M. Willson	2,650	2,725	2,850	125	200
Miss J. Ross	1,920	1,975	2,020	45	100
	\$29,880	\$30,595	\$31,195	\$600	\$1,315
Less salary decrease General Office clerk-typist				60	
				\$540	
Approved budget estimates 1954-55				\$69,437	
Total estimated deficit 1954-55				\$69,977	

3. Proposal from Industrial Food Services Ltd. re operation of cafeteria and residence meals

The Comptroller informed your Committee of the results of his enquiry as to the cost of the operation of cafeteria and residence meals if provided by Industrial Food Services Ltd., and it was understood that there would likely be a considerable saving in the operation if they were permitted to under take the contract.

54-6-5
Royal Conservatory
of Music
Report
(Cont'd)

Upon motion of Dr. Sullivan,
Seconded by Mr. Matthews,
your Committee recommends that Industrial Food Services Ltd. be authorized to operate the cafeteria and residence meal service for one year, and that authority be given for the replacement of crockery in the amount of \$589.00 as estimated by them, this amount to be offset by whatever allowance is made for food taken over by Industrial Food Services Ltd. from the Conservatory.

4. Bonus payment for Examination Department personnel

Your Committee was informed of certain bonus payments which had been made in connection with examinations, and approved of the payments for this year being made in the usual way on the understanding that there would be no repetition of additional payments in the future.

5. Occupancy of 12, 14 and 16 Orde Street

The Comptroller informed the Committee that arrangements were nearing completion for the occupancy by the Conservatory of the properties at 12, 14 and 16 Orde Street, and reference was made by the Dean as to whether any consideration had been given to the erection of a new building for the Royal Conservatory of Music. The Chairman emphasized the need for renovation of the old building.

The meeting adjourned at 5:30 p.m.

All of which is respectfully submitted.

(Sgd) Edward Johnson,
Chairman of Committee
(Sgd) C. E. Higginbottom,
Secretary"

June 17th, 1954

54-6-6
Audited
Financial
Statements of
Insulin
Committee
and distribution
of funds
for year
ended
March 31,
1954

In accordance with By-Law XVII of the
Insulin Committee there was presented the Audited Financial Statements of the Insulin Committee for the year ended March 31st, 1954. Mr. Kelly informed the Board that there would be a meeting of the Insulin Committee on Tuesday next, June 29th, after which the recommendations of the Committee would be presented to the Board. He stated that in the meantime he was desirous of obtaining the approval of the Board for the distribution of funds and -

On motion of Mr. Kelly,
Seconded by Mr. Dalglish,
And unanimously carried,

the Board approved of the following distribution:-

Unallocated surplus	\$179,873.72	
Banting Medical Research	\$17,500	
Best Medical Research	<u>17,500</u>	\$ 35,000.00
University Medical Research		20,873.72
Insulin Committee Trust Fund		62,000.00
Insulin Committee Laboratory Fund		62,000.00
		<u>\$179,873.72</u>

54-6-7
Stadium
Loan
Repayment

The Board was very pleased to be informed
that as a result of additional revenue from Soccer Games and a saving

54-6-7
Stadium
Loan
Repayment
(Cont'd)

in maintenance accounts, a cheque for \$10,000.00 had been received from the Athletic Association as a further repayment in 1953-54 on account of the Stadium Loan. This makes a total repayment from the 1953-54 revenues of \$25,000.00 towards the outstanding amount, leaving a balance due of \$275,000.00.

54-6-8
Alterations to
Hart
House

There was reported the receipt of a letter from the Warden of Hart House stating that they are proceeding with the alterations authorized by the Board, and that Mathers & Haldenby are preparing plans for the new outside entrance for the new basement coffee shop. In the absence of Mr. Bryce, Chairman of the Committee on Undergraduate Activities (Hart House), the President informed the Board that additional funds were necessary in this connection, and

On motion of Mr. Justice Hope,
Seconded by Dr. Sullivan,
And unanimously carried,

the Board approved of an additional appropriation of \$6,000.00 from the Hart House Surplus Account, which together with the \$19,000.00 previously authorized makes a total appropriation of \$25,000.00 for this project; and that authority be given for the work to be done by R. W. Binnie. The President stated that Mr. Bryce strongly recommended this action. Dr. Samuel suggested that consideration be given to the placing of hand rails on the side of the steps to the main entrance to Hart House. The Chairman said that this suggestion would be conveyed to Hart House.

54-6-9
Letter of
thanks
for use
of Campus

The Chairman presented a letter which had been received from Brigadier R. L. Purves, Commander, Central Ontario Area, Department of National Defence, expressing gratitude for being permitted to use again the Campus of the University for their Annual Garrison Church Parade.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, recommendations of the President were approved as follows:-

54-6-10
Appoint-
ments

(a) Appointments - from July 1, 1954

Appointments - from July 1, 1954		Salary per year
<u>Faculty of Arts:</u>		
Miss R. J. Northcott	- Assistant Professor in Astronomy	\$4,800
R. F. Cain	- Associate Professor and Curator of Botany	6,100
<u>Chemistry:</u>		
R. L. McIntosh) Professors	7,200
F. E. W. Wetmore		7,200
J. J. Rae	- Associate Professor	6,100
D. F. S. Thomson	- Assistant Professor in Classics	4,800
<u>English:</u>		
F. E. L. Priestley	- Professor	7,200
R. L. McDougall	- Assistant Professor	4,800
G. Seddon	- Lecturer, July 1, 1954 to June 30, 1955	3,400
<u>Geography:</u>		
G. Tatham	- Professor	7,200
J. Spelt	- Assistant Professor	4,800
<u>History:</u>		
R. Flenley	- Chairman of the Department, 1954-55 - without additional salary	
J. M. S. Careless	- Associate Professor	6,100
<u>Italian, Spanish and Portuguese:</u>		
Miss B. M. Corrigan) Assistant Professors	4,800
N. H. Tayler		4,800
<u>Mathematics:</u>		
I. R. Pounder	- Chairman of the Department, 1954-55 - without additional salary	
L. J. Mordell	- Visiting Professor, July 1, 1954 to June 30, 1955	8,000
G. de B. Robinson	- Professor	7,200
B. A. Griffith	- Associate Professor (part time) July 1, 1954 to June 30, 1955	2,500
H. Rund	- Assistant Professor	4,800
J. V. Kinnier-Wilson	- Assistant Professor in Oriental Languages	4,800
H. Mehlberg	- Assistant Professor in Philosophy	5,000
<u>Physics:</u>		
H. L. Welsh	- Professor	7,200
J. A. Jacobs	- Associate Professor	6,800
L. Underwood	- Senior Laboratory Assistant	2,844
E. Feldl	- Assistant Mechanician	3,150
<u>Political Economy:</u>		
Miss J. R. Burnet) Assistant Professors	4,800
P. W. Fox		5,500
A. A. Porter	- Research Fellow, Apr. 1, 1954 to July 31, 1954	\$250 a month
Mrs. S. B. Eastman	- Research Fellow, May 1 to Oct. 31, 1954	\$200 a month
Miss I. McTaggart) Secretarial Assistants	2,520
Mrs. J. E. Rider		2,184
<u>Psychology:</u>		
W. G. Clark	- Technician	3,360
Miss G. M. Hearle	- Secretary	2,256
Miss D. D. Hearn	- Laboratory Assistant	2,136
<u>Zoology:</u>		
C. E. Atwood) Associate Professors	6,100
L. Butler		6,100
G. M. Neal	- Assistant Professor	4,800

54-6-10
Appoint-
ments
(Cont'd)

		Salary per year
<u>Faculty of Medicine:</u>		
Banting and Best Department of Medical Research:		
E. A. Sellers	- Professor (part time)	\$ 200
M. G. Whillans	- Professor - without salary	
Hygiene and Preventive Medicine:		
Miss M. Bowden) Laboratory Attendants	1,800
Mrs. W. Gould)	1,716
Miss L. C. MacIntyre	- Secretary	2,436
Miss G. L. Mickle	- Technician	2,760
Medicine:		
N. M. Wrong	- Associate Professors	300
F. C. Hamilton	- Assistant Professor	250
J. C. Laidlaw)	150
J. C. Sinclair) Associates	200
R. C. Smith)	200
O. H. Warwick)	200
W. A. Dafoe	- Associate Professor in Obstetrics & Gynaecology	300
Ophthalmology:		
J. S. Crawford) Associates	200
H. L. Ormsby)	1,200
J. B. Whaley	- Associate in Oto-Laryn- gology	250
Paediatrics:		
C. E. Snelling	- Associate Professor	325
W. A. Hawke	- Assistant Professor	250
Pathology:		
W. Anderson) Assistant Professors	200
R. C. Ritchie)	5,500
Physiology:		
M. A. Ashworth	- Assistant Professor	4,800
J. C. D. Barlow	- Assistant Professor, July 1, 1954 to June 30, 1955	4,800
Radiology:		
M. M. R. Hall	- Associate Professor	250
L. R. Harnick	- Associate	150
Surgery:		
F. P. Dewar	- Associate Professor	300
C. M. Spooner	- Associate	200
<u>Faculty of Applied Science and Engineering:</u>		
W. H. Burgess	- Assistant Professor in Chemical Engineering, from Sept. 1, 1954	4,800
Electrical Engineering:		
I. R. Dalton	- Research Assistant, May 1 to July 31, 1954	300
D. J. Leonard	- Research Assistant, May 1 to Oct. 1, 1954	800
Z. Szekely	- Research Assistant, May 1 to Sept. 15, 1954	\$275 a month
J. L. Yen	- Research Assistant, Apr. 22 to Sept. 18, 1954	\$300 a month
Engineering Drawing:		
W. G. Stinson) Assistant Professors	4,800
A. W. Walker)	5,000
Miss B. J. Ogden	- Office Assistant in Mechan- ical Engineering	1,968
Mechanical Engineering:		
J. H. Millar	- Fireman	3,328
Miss H. L. Brown	- Secretary and Librarian	2,460
W. C. Winegard	- Assistant Professor in Metallurgical Engineering	4,800
Miss L. Nichick	- Secretary in the Institute of Aerophysics	\$205 a month

54-6-10
Appoint-
ments
(Cont'd)

		Salary per year
<u>Ontario College of Education:</u>		
Miss C. Barnes	- Switchboard Operator and Clerical Assistant	\$2,250
R. D. Ripley	- Instructor in the University of Toronto Schools	4,200
<u>Royal Conservatory of Music of Toronto:</u>		
A. R. Johnston	- Associate Professor	6,100
<u>Faculty of Dentistry:</u>		
G. T. Mitton	- Professor and Head of the Department of Dental Public Health	3,200
J. E. Moser	- Professor and Head of the Department of Dental Radiology	7,200
H. J. Mullett	- Supervisor of Admissions in the Faculty Clinic, July 1, 1954 to June 30, 1955	6,750
I. B. Wilson	- Instructor in the Faculty Clinic, Aug. 15, 1954 to June 15, 1955	3,000
E. R. Crocker	- Technician in Orthodontics	3,444
S. A. MacGregor	- Associate Professor and Head of Department of Pedodontics	2,500
<u>Prosthodontics:</u>		
T. M. Scott) Assistant Professors	1,125
R. L. Twible		4,000
E. B. Hooks	- Associate, 1954-55	810
S. A. Moore	- Technician	3,636
<u>School of Law:</u>		
B. Laskin	- Professor - additional payment in 1953-54	950
<u>School of Physical and Health Education:</u>		
Miss M. A. MacLennan	- Secretary of the School from Aug. 2, 1954	2,784
Miss S. C. Gibson	- Assistant	1,968
<u>Department of Athletics and Physical Education - Men:</u>		
J. R. Rimmer	- Chief Locker Room and Attendance Clerk	3,350
<u>School of Social Work:</u>		
Miss J. Buxton	- Stenographer, from June 1, 1954 -	\$164 a month
<u>School of Nursing:</u>		
Miss M. Millman	- Associate Professor	6,100
Miss M. Tresidder	- Assistant Professor	4,800
Miss N. Hewitt	- Supervisor of Health Service and Residence Nurse	2,284
<u>School of Hygiene:</u>		
Miss E. M. Stuart	- Associate Professor of Hospital Administration	6,100
J. Deck	- Laboratory Assistant in Physiological Hygiene, June 1 to Aug. 31, 1954	450
Miss E. Denkert	- Technician in Physiological Hygiene, May 1, 1954 to Mar. 31, 1955	\$65 a month
<u>Library:</u>		
R. H. Blackburn	- Chief Librarian	\$7,200
Miss D. Tod	- Head of the Periodical Department	3,900
<u>Librarians:</u>		
Mrs. R. Finch	\$2,850	Miss D. Hecken 2,700
Mrs. C. Heidenreich	2,700	Mrs. A. Hewitt 1,550
Miss J. Northgrave	2,800	Mrs. V. Vitols 2,700
<u>Assistants:</u>		
A. Charak	\$1,968	Miss D. Cook 1,872
Miss J. Doty	1,872	Mrs. B. Ekstein 1,752
Miss V. Glaser	1,800	Miss J. Grant 1,872
T. Jurkewycz	1,872	Miss N. Lawson 1,872

54-6-10
Appoint-
ments
(Cont'd)

			Salary per year
<u>Assistants (Cont'd):</u>			
Mrs. L. Manning	\$1,968	M. Ozolnieks	\$1,752
Miss F. Pyne	1,752	S. Steinfeld	1,872
P. Szombathy	1,752	Miss J. Campbell	1,800
Miss E. Hamalainen)	Clerks-Typists	1,752
Miss M. O. Nemeth			1,800
<u>Institute of Business Administration:</u>			
K. C. Livingston	-	Assistant Professor	4,800
Miss M. J. Arrowsmith	-	Secretary	2,736
Miss I. J. Forgie	-	Librarian	2,412
<u>Faculty of Pharmacy:</u>			
R. M. Baxter	-	Associate Professor of Materia Medica	6,100
G. R. Paterson	-	Associate Professor of Pharmaceutical Chemistry	6,100
G. C. Walker	-	Professor of Pharmacy	7,200
L. N. Elowe	-	Assistant Professor in Pharmacy	4,800
<u>Computation Centre:</u>			
B. A. Griffith	-	Member of the staff, 1954-55	4,000
<u>Office of the President:</u>			
C. T. Bissell	-	Vice-President of the Univer- sity, July 1, 1954 to June 30, 1955	8,000
<u>University Health Service:</u>			
G. A. Callahan	-	Assistant Director	2,400
<u>Department of University Extension:</u>			
Miss M. Pratt	-	Assistant	3,300
<u>University Men's Residences:</u>			
G. A. Kirk	-	Dean, July 1, 1954 to June 30, 1955 with free accommodation in suite	750
<u>Extensions of Appointment:</u>			
<u>Faculty of Medicine:</u>			
T. Owen	-	Associate Professor of Med- icine, 1954-55	1,200
H. R. Hargrave	-	Associate in Anaesthesia, 1954-55	250
<u>Re-appointments: from July 1, 1954:</u>			
<u>Faculty of Arts:</u>			
D. P. Kerr	-	Assistant Professor in Geography	5,200
F. W. Beales	-	Assistant Professor in Geological Sciences	5,300
H. O. Steer	-	Assistant Professor in Psychology	5,200
<u>University College:</u>			
J. W. Wevers	-	Assistant Professor in Oriental Languages	5,100
<u>Faculty of Medicine:</u>			
D. W. Clarke	-	Assistant Professor in Physiology	5,000
<u>School of Nursing:</u>			
Miss H. E. Bennett	-	Assistant Professor	5,250

54-6-11
Resigna-
tions

(b) Resignations:

Faculty of Arts:

- J. A. Jacobs - Associate Professor of Mathematics (salary \$6,600) June 30, 1954
A. Holland - Mechanician in Physics (salary \$3,150) June 30, 1954

Faculty of Medicine:

- W. S. Hartroft - Professor in Banting and Best Department of Medical Research (salary \$7,200) Aug. 31, 1954
Miss C. Mavor - Technician in Medicine (salary \$2,130) May 12, 1954
J. F. A. Johnston - Associate in Ophthalmology (salary \$200) June 30, 1954

Pathology:

- C. L. Aszkanazy - Associate (salary \$4,000) June 30, 1954
W. S. Hartroft - Associate (salary \$500) June 30, 1954
N. W. Roome - Associate in Surgery (salary \$500) June 30, 1954

Faculty of Applied Science and Engineering:

- Miss E. Clarke - Secretary in the Institute of Aerophysics (salary \$2,400) June 30, 1954

Ontario College of Education:

- Mrs. A. Turner - Clerical Assistant (salary \$2,100) May 31, 1954
D. S. Lawless - Instructor in the University of Toronto Schools (salary \$4,800) June 30, 1954

Faculty of Dentistry:

- E. R. W. Bilkey - Associate in Pedodontics (salary \$810) June 30, 1954

School of Law:

- J. Finkelman - Professor (salary \$8,200) June 30, 1954

School of Social Work:

- Mrs. E. Smith - Stenographer (salary \$1,835) May 15, 1954

School of Nursing:

- Miss J. Allison - Supervisor of Health Service (salary \$2,300) July 31, 1954

Library:

- Mrs. E. Strathy - Assistant (salary \$2,700) Aug. 15, 1954

Termination of Employment:

Faculty of Household Science:

- Miss G. C. Frank - Assistant Professor in Household Science (salary \$4,800) June 30, 1954

54-6-12
Leaves of
Absence

(c) Leaves of Absence:

Faculty of Arts:

- G. S. Vickers - Assistant Professor in Art and Archaeology, from July 1, 1954 to June 30, 1955 (half salary)
D. J. McDougall - Professor of History, from July 1, 1954 to June 30, 1955 (half salary)
K. F. Helleiner - Associate Professor of Political Economy, from July 1, 1954 to June 30, 1955 (half salary)
B. E. Shore - Associate Professor and Chairman of Department of Slavic Studies, from July 1 to Dec. 31, 1954 (with salary)

Faculty of Medicine:

- F. C. Monkhouse - Assistant Professor in Physiology, Aug. 1, 1954 to June 30, 1955 (without salary)
F. R. Wilkinson - Associate in Surgery, from July 1, 1954 to June 30, 1955 (without salary)

Institute of Business Administration:

- A. W. Currie - Associate Professor, July 1, 1954 to June 30, 1955 (half salary)

Appoint-
ments
(Cont'd)

Appointments - Session 1954-55:-

Faculty of Arts:

Anthropology:

Mrs. M. C. Pirie)	Instructors	\$2,650
Mrs. D. Woodward)		1,900

Art and Archaeology:

P. Haworth)		800
J. A. Hall)	Special Lecturers	700
I. McNairn)		3,300
Mrs. K. B. Brett)		
Miss W. Needler)	Special Lecturers -	
F. St.G. Spendlove)	without salary	
F. E. Winter)	Lecturers	3,750
R. R. Moyer)		3,400
E. F. Cooke	-	Instructor	2,900
Mrs. Z. Haworth	-	Assistant	400
Miss E. M. Burson	-	Secretary and Librarian	2,016

Astronomy:

W. R. Hossack)	Lecturers	3,700
J. B. Oke)		3,700
F. Hawker)	Technical Assistants	2,340
G. F. Longworth)		4,200
Mrs. V. Gaizauskas	-	Secretary-Librarian (part time)	1,392

Botany:

H. M. Dale)	Lecturers	4,600
Miss J. F. M. Whitaker)		3,100
Dr. Kathleen L. Hull	-	Lecturer & Librarian	3,900

Demonstrators:

A. T. Bolton	\$800	J. Reid	800
D. Brewer	800	J. K. Shields	800
S. Landi	800		

Chemistry:

A. G. Brook)	Lecturers	4,500
J. A. Page)		3,800
E. J. Halbert)		1,800
Mrs. A. Sleep)	Full-time Demonstrators	1,800

Part-time Demonstrators:

M. J. Abercrombie	\$900	A. Antoniou	900
R. Berisford	900	S. S. Berman	900
R. J. Diefendorf	900	I. Hoffman	900
J. K. Irvine	900	R. J. Mauris	900
T. van Patot	900	J. A. Pinder	900
M. E. Plummer	900	P. P. Rutherford	900
H. Sawatzky	900	J. P. Valteau	900

R. Robinson	-	Lecturer, East Asiatic Studies	4,000
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Geography:

Lecturers:

J. H. Richards	\$4,500	G. Potvin	3,950
A. Tayyeb	3,950	J. A. Crosby	3,950
Mrs. S.C.T. van Patot	-	Instructor and Map Curator	2,000
H. A. Smith)		750
J. H. Warkentin)	Teaching Fellows	750

Geological Sciences:

Lecturers:

W. M. Tovell	\$3,490	W. H. Gross	4,150
P. A. Peach	4,150	D. H. Gorman	3,750
C. V. G. Phipps	-	Instructor	1,000

Class Assistants:

H. G. Macpherson	400	W. H. Jackson	400
D. J. Colquhoun	400	Miss B. A. Shaw	400
G. R. Guillet	400	R. Dearnley	400
C. J. Southgate	400		

Appoint-
ments
(Cont'd)

History:

Lecturers:

H. I. Nelson	\$4,550	R. A. Spencer	\$4,550
J. C. Cairns	3,900	M. Zaslow	3,700
W. W. Piepenburg	3,700	P. C. T. White	3,700
G. C. Paterson	}	Special Lecturers	3,700
J. T. Saywell, 9 mos.			3,400
Miss F. C. Hahn	-	Secretary	2,133
Miss I. M. McCullough	-	Secretarial Assistant	2,210

Italian, Spanish & Portuguese:

U. Leo	-	Special Lecturer	4,600
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Lecturers:

D. Marin	\$4,600	J. A. Molinaro	3,950
L. C. Dawson	3,750	K. L. Levy	4,600
T. B. Barclay	3,550	M. W. Ukas	3,300
Miss E. Rugg	-	Instructor and Clerical Assistant	2,400

Mathematics:

J. A. Steketee)		4,200
R. O. A. Robinson)	Lecturers	4,000
R. Wormleighton)		4,000
D. B. DeLury)	Special Lecturers,	
D. B. W. Reid)	without salary	

Assistants, part-time:

J. T. Jenkins	\$900	W. A. Skirrow	900
W. O. J. Moser	800	R. F. Johnston	500

Teaching Fellows:

H. A. Eliopoulos	500	J. W. Graham	400
I. Guttman	600	J. D. Hiscocks	400
W. M. Kahan	400	K. Okashimo	600
D. A. Sprott	400	G. Zyskind	600
Mrs. V. C. Collett	-	Secretarial Assistant, 9 mos.	540

Philosophy:

Lecturers:

F. E. Sparshott	\$4,300	F. M. Doan	3,900
W. H. Dray	3,850	J. Hunter	4,350

Physics:

Miss E. Cohen	-	Instructor and Reader	2,600
J. E. Currie	-	Instructor	1,600

Demonstrators:

R. E. Barrington	\$ 850	Mrs. G. Bem	900
W. C. Cho	850	J. M. Davey	850
Mrs. D. Elson	1,100	D. B. Fraser	850
W. E. J. Gravelle	850	D. Sen Gupta	850
A. A. Johnson	850	A. Kavadas	850
Cheng Chuan Lim	850	Mrs. M. Rotenberg	850
H. A. Shillibeer	900	J. R. Stevens	850
M. A. Thomas	850	S. M. Ali Tirmizi	850
E. J. J. Truhlar	900	J. P. Valteau	850

Political Economy:

Lecturers:

J. G. Eayrs	4,000	M. P. O'Connell	3,600
P. J. Giffen	4,600	L. Zakuta	3,600
S. Stykolt	4,000	S. G. Triantis	4,200
C. F. Owen	3,600	J. W. Harvey	3,500
J. N. Wolfe	3,400	H. M. C. Eastman	4,000
R. E. L. Watson	-	Instructor	2,000
D. H. Wrong	-	Research Associate	4,000

Psychology:

R. C. Joyner	-	Lecturer	4,050
H. Hutchison	-	Instructor	1,500
D. Doig	-	Teaching Fellow	700
C. H. Baker	-	Teaching Fellow, part-time	200
Miss M. Laurence	-	do.	200

Appoint-
ments
(Cont'd)

Psychology (Cont'd):

Special Lecturers:

R. W. Ross	\$ 200	Miss D. Millichamp	\$ 600
R. W. B. Jackson	300	H. M. Fowler	300
B. J. Quarrington	200	Mrs. H. Porter	200

Class Assistants:

A. W. Hopkins	400	M. Humphries	400
J. G. McMurray	400	F. W. R. Taylor	400
R. G. Berry	200	Miss M. Halliday	200
G. C. Luce	200	J. Paul	200
E. P. Peacock	200		

Slavic Studies:

L. I. Strakhovsky	- Associate Professor	6,700
G. Berner) Instructors	2,800
A. Dudarev)	2,400
W. Pierce) Teaching Fellows	500
A. Sterbenk)	500

Zoology:

C. Sullivan) Lecturers	4,450
A. Lawrie)	3,800

Technical Assistants:

A. Quantrill	\$3,132	Miss M. Hearst	2,760
Mrs. A. Shortt	2,760	R. Holod	2,004
Miss V. Jackson	2,256	Miss M. Gow	1,968
A. Prince	- Chief Laboratory Assistant		3,500
W. Smith	- Stores Manager		2,700
Miss R. Jenkins	- Secretary		2,856
Miss J. Cassels	- Secretarial Assistant (West wing)		1,872
Miss I. Conroy	- Secretarial Assistant (East wing)		2,004

Ontario Fisheries Research Laboratory:

J. M. Speirs	- Research Librarian	4,800
W. L. Sanderson	- Technician	2,220
Miss L. Smith	- Secretary and Stenographer	2,184

Without salary:

F. A. Urquhart	- Director, R.O.M. of Zoology & Palaeontology	
L. L. Snyder	- Associate Director, R.O.M. of Zoology & Palaeontology	
R. L. Peterson) Curators, R.O.M. of Zoology & Palaeontology	
W. B. Scott)	

University College:

Classics:

R. M. H. Shepherd	- Lecturer, Greek	4,300
Mrs. F. M. Norwood	- Lecturer, Latin	3,500

English:

E. Rhodes)	3,950
G. Cotter) Lecturers	3,400
R. S. Harris)	3,400
L. Crompton)	3,200
W. K. Thomas	- Instructor	2,500
R. McMaster	- Part-time Instructor	1,800

Teaching Fellows:

J. C. Wenk	\$ 800	J. P. Matthews	800
J. B. Prior	800	Miss S.J. Stevenson	800
F. W. Watt	800	R. M. Tait	800

French:

Lecturers:

Miss I. G. Balthazard	\$4,450	Miss M. D. MacDonald	4,300
M. Sanouillet	4,100	J. A. Walker	3,100
Miss J. L. Gillespie	- Instructor		2,800
Mrs. P. Joliat) Teaching Fellows		1,000
Miss G. M. C. Jacquemin)		1,000

Appoint-
ments
(Cont'd)

German:

H. G. Wiebe) Lecturers	\$3,100
Miss L. Hofrichter)	3,100
Office of the Registrar:		
Mrs. D. Shepherd	- Stenographer	2,232
University College Women's Residences and Union:		
Miss M. L. Carberry	- Assistant Dietitian, with living valued at \$400, 9 mos.	1,800

Faculty of Medicine:

Dean's Office:

Miss F. Morris	- Clerical Assistant, from July 1, 1954	2,112
C. Hart	- Attendant, Toronto General Hospital Theatre	2,475

Anaesthesia:

H. R. Hargrave	- Associate	250
Clinical Teachers:		
G. R. Balfour	\$150	G. D. M. Boddington 150
H. W. Boyes	150	W. Easson Brown 150
W. A. Butt	150	N. S. Clark 150
A. J. Dunn	150	S. J. Evelyn 150
R. A. Gordon	150	C. I. Junkin 150
I. M. Mackay	150	P. Marchant 150
R. H. Meredith	150	F. Rossiter 150
G. F. Smith	150	L. A. Stubensey 150
J. A. F. Vining	150	A. R. Wilkins 150

Clinical Assistants: - without salary

D. C. Bastow	G. D. Dixon	
S. A. Fleming	F. L. Junkin	
N. S. Park	C. Smith	
S. L. Vandewater	S. T. Zeglen	
Mrs. C. McMillan	- Secretary - part time	600

Anatomy:

Miss K. I. McMurrich) Lecturers in Anatomy	2,800
G. F. Lewis)	3,100
R. McKenzie	- Senior Demonstrator in Anatomy	1,250
Demonstrators in Anatomy:	15 Sept. 1954 to 15 May, 1955	
C. G. Cozens	\$1,400	J. M. Woods 1,400
J. E. Anderson	1,400	J. D. C. Macdonald 1,200
W. Richardson	- 21 Jan. to 15 May, 1955	250
K. B. Singh	- Part-time Demonstrator in Anatomy, 15 Sept. 1954 to 15 May, 1955	
Mrs. W. E. K. Brown) Demonstrators in Occupational	960
Miss D. Madgett) & Physical Therapy (part time)	480
) 15 Sept. 1954 to 15 May, 1955	

Art as Applied to Medicine:

Miss E. Blackstock	- Assistant Medical Artist and Instructor	3,650
Miss A. O'Brien	- Fellow, 15 Sept. 1954 to June 30, 1955	250
Mrs. L. Gordon	- Instructor in Medical Illustration, 50 hours	150
Miss M. Drummond	- do.	without salary
Miss K. Yarrow	- Secretary	2,268

Bacteriology:

G. H. Hawks	- Lecturer (part time)	600
T. E. Roy)	200
R. C. Ritchie) Demonstrators	200
Dr. Marion Ross)	200
D. W. Thompson	- Fellow	1,500

Biochemistry:

Fellows - Oct. 1, 1954 to May 31, 1955:		
A. T. Matheson	\$1,300	C. K. Harris 1,100
Miss D. M. L. Michener	1,000	Miss E. A. Robertson 1,000
Miss E. H. M. Wade	1,000	

Appoint-
ments
(Cont'd)

Committee on Experimental Research:

R. C. Ritchie	- Supervisor (Experimental Research Laboratory)	\$1,000
W. Cowan	- Chief Technician	3,156
A. Insley	- Technician	2,220
H. Phelps	- Laboratory Assistant	1,896

Hygiene and Preventive Medicine:

C. O. Siebenmann) Lecturers	100
Miss L. N. Farrell		100
R. J. P. Belcourt) Fellows	2,400
G. J. Pawlowski		1,200

Rockefeller Foundation Project for Teaching in Medical Care:

Miss E. M. R. Clarkson	- Instructor in Medical Social Service	2,500
J. Cole) Clinical Associates	1,000
M. Young		1,000

Medicine:

W. R. Campbell) Graduate Lecturers,	
J. Hepburn) without salary	

Clinical Teachers:

C. J. Bardawill	\$3,000	H. J. M. Barnett	1,050
B. Berris	450	J. R. Bingham	1,850
R. M. Bremner	150	C. B. Brown	150
K. W. G. Brown	3,000	W. T. M. Clarke	1,050
J. S. Crawford	150	C. Ezrin	150
J. D. L. Fitzgerald	150	D. C. Graham	150
R. W. Gunton	150	H. C. Hair	150
A. L. Hudson	...	A. D. McKelvey	1,200
R. L. McMillan	150	D. P. Murnaghan	150
P. M. O'Sullivan	150	A. M. Park	2,000
S. Rogers	...	W. A. Rowland	150
J. W. Scott	1,300	G. W. Smith	150
W. B. Spaulding	150	E. J. Trow	150
J. G. Watt	600		

Fellows:

D. M. Forman	- Arch Hutchison Fellow -	\$1,800
H. P. Higgins	\$ 600 A. Rapoport	600
E. R. Yendt	1,800	
F. M. Hill	- National Research Council	-
S. P. Starkman	- Alexander McPhedran Research Fellow in Clinical Medicine	400
J. K. Wilson	- George Brown Memorial Fellow	1,600
J. M. Vale	- National Research Council	-
C. R. Woolf	- Francis Esther Hutchison Fellow	-
H. Goldenberg	- Fellow and Demonstrator in Clinical Techniques	600

Demonstrators in Clinical Techniques:

A. Chaput	\$ 150	W. G. Grant	150
B. McK. Hazlett	150	P. M. Heywood	150
D. L. C. Judge	150	M. MacLachlan	150
H. A. Pickard	150	W. J. K. Simpson	150
W. D. Wigle	150	N. W. Simmons	250

I. Rother	- Fellow and Demonstrator in Clinical Techniques	500
Miss M. I. Hanna	- Senior Technician	2,736
Miss E. Denkert	- Research Technician	2,448

Obstetrics and Gynaecology:

Clinical Teachers:

W. E. Apted	\$ 150	T. C. Jewell	150
Dr. Geraldine Maloney	150	E. S. Macdonald	150
C. B. Shier	1,400	J. W. Rogers	150
D. J. Van Wyck	650	J. G. Solmes	150
W. H. Allemang	- Not paid from University funds		
R. A. H. Kinch	\$ 150	R. H. Wesley	150
P. F. Beirne	150		

Appoint-
ments
(Cont'd)

Obstetrics and Gynaecology (Cont'd):

Fellows (Non-Resident):

- J. R. Norris - Not paid from University funds
 J. L. M. Bean \$ 150 W. M. Paul, 6 mos. To be determined
 J. D. M. Gillies - Not paid from University funds

Fellows (Resident):

- T. B. Robson \$1,800 F. H. Munkley \$1,800
 Miss M. E. Clarke - Technician, 7 mos. \$2,292 per year. Leave
 of absence for 4 mos. without salary
 - Secretary \$2,136

Miss L. M. Smith

Ophthalmology:

- O. B. Richardson - Clinical Teacher in charge of eye
 pathology 1,200
 W. P. Callahan) Clinical Teachers 200
 J. C. Hill) 200
 R. K. MacDonald) Clinical Fellows 200
 G. A. Thompson) 200
 Dr. Elizabeth Harrison) 1,300
 K. E. Schirmer) Hermant Fellows 1,300
 J. S. Speakman) 1,300
 A. M. Crabb - Fellow (paid by D.R.B.)
 Miss M. E. Gray - Senior Technician 1,266
 Mrs. G. Walter - Technician 942
 Mrs. I. Munck - Bacteriology Technician 2,088
 Miss P. K. Pirrie - Secretary 1,068

Otolaryngology:

Clinical Teachers:

- G. A. Fee \$ 200 G. A. Henry 200
 K. McAskile 200 A. M. McLeod 200
 G. C. Snell 200 H. Steele 200
 R. D. Bell 150 D. P. Bryce 150
 B. W. Fearon 150 P. Statten 150
 B. Smith 150 W. B. Wallace 150
 H. O. Barber - Fellow 1,800
 T. Molony - O'Keefe Fellow 1,800
 Miss M. E. Gray - Senior Technician 1,266
 Mrs. G. Walter - Technician 942
 Miss P. K. Pirrie - Secretary 1,068

Paediatrics:

Clinical Teachers:

- A. Blandford \$ 150 C. S. Anglin 150
 H. W. Bain 150 C. Collins-Williams 150
 A. Flemming 150 B. Laski 150
 J. S. Prichard 150 C. P. Rance 150
 E. C. Robertson 150 J. J. Slavens 150
 J. A. Turner 150 M. J. O'Brien 150

Without salary:

- F. Weinberg J. M. M. Darté
 I. A. Fremes J. H. Gardiner
 J. B. J. McKendry A. Sass-Kortsak
 R. Rowe D. Fraser
 P. Swyer - Fellow in Paediatrics 1,500
 R. J. K. Brown - Elizabeth Arbuthnot Dyson Fellow,
 Sept. 1, 1954 to Feb. 28, 1955 822
 D. A. Hillman - Resident in Paediatrics, Sept. 1,
 1954 to Feb. 28, 1955 600
 S. H. Jackson - Associate in Pathological Chemistry
 and Research Associate 3,700
 Miss W. M. Johnstone - Senior Technician without salary
 Miss R. Pocock) " "
 Mrs. A. Grighton) " "
 Miss J. C. Boron - Secretary 2,436
 Pathological Chemistry:
 Miss A. Britton - Biochemist 3,125

Appoint-
ments
(Cont'd)

Pathological Chemistry (Cont'd):

H. Kalant	- Senior Research Fellow	N.R.C.
J. S. Wilson)	\$ 500
M. O. O'Sullivan) Demonstrators	500
W. Wigle)	250
S. J. Klebanoff	- Research Fellow, Sept. 1, 1954 to June 30, 1955	N.R.C.
A. Bruce-Robertson	- Research Fellow	Arthritis Grant
Mrs. N. Danoff) Teaching Fellows	1,500
Mrs. T. Menon)	1,500
G. R. Cumming	- Teaching Fellow, Sept. 1, 1954 to June 30, 1955	1,500
Miss J. Peppiatt)	2,364
Mrs. H. Pavuls) Technicians	2,340
Mrs. V. Reinholds)	2,244
P. Stripinis	- Stores Assistant	2,040

Pathology:

T.C. Brown)	200
J. L. Blaisdell) Lecturers	6,000
R. J. MacKay)	no salary
F. W. Macdonald) Senior Fellows	1,800
Mrs. I. R. Toews)	1,800

Dr. Eleanor Settrington - Helen Vanderveer, and J. J. Mackenzie Fellowships

C. Ezrin	- Fellow (Canadian Life Insurance Fellowship)	4,500
T. J. Kane)	1,500
G. A. Nicolson)	no salary
I. M. Cass) Fellows	"
Dr. Marguerite F. Hill)	"

Demonstrators:

A. J. Blanchard	\$ 100	R. M. Clark	\$ 200
H. H. Gunson	100	F. A. Jaffe	100
Mrs. V. Laughlen	100	L. S. Mautner	100
Mrs. Ethel Morgan	100	J. B. Sherry	100

Without salary:

D. H. Bowden E. A. Crawford
J. M. M. E. Darte

Mrs. T. Klosevych	- Attendant (part time)	936
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Division of Neuropathology:

G. Mathieson	- Fellow	1,500
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Pharmacology:

A. W. Conn	- Fellow, 1 Sept. 1954 to June 30, 1955	450
A. E. Dyer	- Fellow (Life Insurance) 1 Sept. 1954 to June 30, 1955	3,500

Physiology:

Salaries appropriation:

Lecturers: Part-time

J. W. Scott	\$1,000	A. M. Rappaport	1,000
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Lecturers:

Miss M. T. Nishikawara	3,100	O. Sirek	4,000
C. R. Cowan	- Research Associate		1,000
D. G. Baker)		400
Miss P. Raghunath) Research Assistants	without salary	
G. Y. Hiraki	- Fellow, Sept. 1, 1954 to May 31, 1955		1,125
P. D. Grout	- Fellow, July 1, 1954 to Jan. 31, 1955	without salary	
L. A. Ferris	- Senior Technician		2,094
Mrs. J. H. M. Morris	- Secretarial Assistant and Accountant		2,220
H. Smith	- Operating Room Attendant		2,520

Appoint-
ments
(Cont'd)

Physiology (Cont'd):

Medical Research Best Fund:

W. R. Feasby	- Lecturer (part time)	\$ 100
W. J. Linghorne	- Research Associate (part time)	1,000
Mrs. Maud Lindsay	- Technical Assistant	1,756
Miss D. M. Secord	- Secretary	200

C. H. Best National Research Council Consolidated Grant No. 2:

Mrs. R. D. Hawkins	- Research Assistant (part time)	1,125
	July 1, 1954 to Mar. 31, 1955	
H. Senman) Technical Assistants,	1,530
Mrs. V. Lazdins) July 1, 1954 to Mar. 31, 1955	1,350

Defence Research Board Grant H.Q. Dev. X9: (Sellers)

J. C. D. Barlow	- Assistant Professor	4,800
K. R. Bowler	- Junior Technician	2,080

Defence Research Board Grant No. 86: (Sellers)

Mrs. Rosemary Wen You	- Research Assistant (part time)	2,000
Mrs. O. Josseau-Kalant	- Research Assistant	2,040

Defence Research Board Grant No. 113: (Sellers)

H. E. Roberts	- Research Associate, Sept. 15, 1954	
	to June 30, 1955	Unpaid
D. G. Baker	- Research Assistant	2,100
Mrs. L. Davidson	- Technical Assistant, Sept. 1, 1954	
	to June 30, 1955	1,600

Defence Research Board Grant No. 288: (Haist)

Mrs. L.C. Smith	- Research Assistant	2,400
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National Cancer Institute of Canada, Project No. 98:

Miss I. C. Radde	- Research Associate - N.R.C. Fellowship	
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Psychiatry:

Clinical Teachers:

Part-time:			
J. D. Armstrong	\$100	R. G. Arthurs	\$100
Half-time:			
W. E. Boothroyd	\$3,200	A. Bonkalo	100
J. G. Hall	50	S. J. Holmes	50
A. M. Hood	100	D. J. McCulloch	100
Dr. Margaret McQuade	100	A. Miller	250
A. Parkin	100	J. M. Rae	100
E. Rosen	250		
W. B. Spaulding	- Fellow		800
B. Eglitis	- Research Assistant (full time)		2,950
Miss D. Leggett	- Secretary		700

Radiology:

Clinical Teachers:

R. B. Holmes	\$150	R. A. Lobb	150
K. F. MacEwen	150	O. B. Millar	150
D. G. Wollin	150	J. C. F. MacDonald,	
		Radiation Physicist	150

Special Lecturers:

K. G. Gray	- Special Lecturer in charge of	
	Medical Jurisprudence	-
F. C. Pace	- Special Lecturer in ABC Warfare	50
W. Boyd	- Special Lecturer in Humanities	
	and Medicine	300

Surgery:

Graduate Lecturers - without salary:

R. I. Harris	D. W. G. Murray
K. G. McKenzie	H. W. Wookey

Clinical Teachers:

L. T. Barclay	\$150	D. R. Bohnen	150
J. W. Brennan	150	W. A. Brown	1,800
H. H. Campbell	150	H. S. Coulthard	150
G. M. Dale	150	M. I. Davis	150
D. A. Duckworth	150	J. C. Gray	150
O. V. Gray	1,800	W. R. Harris (paid by McLaughlin	
		Foundation)	

Appoint-
ments
(Cont'd)

Surgery (Cont'd):

Clinical Teachers (Cont'd):

G. H. C. Joynt \$150
J. A. Key 3,000
S. R. Lowrey 150
D. L. MacIntosh 500
J. D. Mills 150

R. A. Mustard 500
P. F. McGoeys 150
F. B. Plewes 150
H. F. Robertson 150
J. W. Scott 1,300
W. D. Smith 150
D. R. Wilson 1,000

Fellows:

P. O. Crassweller 2,000
R. O. Heimbecker 600
E. B. Hendrick 1,600
L. J. Mahoney 2,000

Resident Fellows:

P. G. Ashmore 1,000
B. G. Grapes nil
R. D. Jeffs nil
W. M. Loughheed 2,400

G. McDonald nil

Clinical Assistants:

F. G. Dolan

W. J. Virgin

Research Fellows:- (paid from various sources)

F. W. Campbell)

V. Colapinto)

G. Y. Hiraki)

S. W. Schatz)

B. A. Cookson)

Mrs. Anna Sirek)

K. W. Hobson)

O. Ibberson)

M. A. Simurda)

E. M. Tanz)

J. C. Menard)

H. R. Richmond)

J. A. Hopps)

K. Burley

Miss B. M. Smith

Therapeutics:

G. D. Hart

W. Grant

W. J. K. Simpson

H. A. Pickard

Mrs. Ingrid Fielding

Miss L. K. Snyder

A. T. Jousse

Physical and Occupational Therapy:

A. T. Jousse

J. Crawford

B. Young

Lecturers:

Mrs. Thelma Cardwell \$3,000

Mrs. J. Jefferies 3,250

Miss M. B. Spence 3,450

Miss N. Rendell

Mrs. D. K. Hall

W. K. Kerr \$150

W. K. Lindsay 1,000

I. B. Macdonald 500

I. Macnab 3,000

T. P. Morley (paid by Ontario Cancer Foundation)

H. R. C. Norman 150

G. F. Pennal 150

D. C. Robertson 500

C. J. Robson 150

H. V. Slemon 150

C. A. Stephens 150

C. B. Baker (paid by McLaughlin Foundation) Fellow

H. R. Gallie 1,800

(July to December)

W. J. Horsey 1,500

J. S. Simpson 1,000

R. K. Graham 750

J. W. Hazlett 500

J. C. Lanskail 1,000

J. E. McBirnie (July to December) 750

J. C. Pearson (January to June) 500

- Paid from Ontario Heart Foundation

- Paid from Banting Foundation

- (paid from various sources)

Physiology

Surgery

Anatomy

Pathological Chemistry

Pathology

nil

- Laboratory Assistant (paid by D.R.B.)

- Secretary \$2,508

- Research Fellow 1,800

- Assistants in 75

- Therapeutics 75

- Technician 2,070

- Secretary 2,040

- Clinical Teacher in Physical Therapy 330

- Director and Associate in Therapeutics 3,000

- Assistant Director 1,000

- Clinical Teacher (Sept. 15 to May 15) 200

Miss M. Harland 3,550

Miss I. Robinson 3,350

Miss G. M. Watts 3,350

- Instructor 2,800

- Clerical Assistant 1,820

Appoint-
ments
(Cont'd)

Banting and Best Medical Research:

Medical Research Banting:

Miss J. M. Lang)	Lecturers and Research	\$2,700
Miss J. H. Ridout)	Associates	3,600
K. Aras)	Research	without stipend
J. M. Salter)	Associates	2,600
R. J. Young)		without stipend
Miss J. M. Patterson	-	Research Assistant	2,250
L. C. Lax	-	Research Assistant (part time)	960
V. Colapinto)	Fellows - Sept. 15 to	1,187.50
F. Gerritzen)	June 30	1,250
Mrs. M. Nowasad	-	Fellow	1,980
Mrs. Margaret G. Cornell	-	Librarian	2,510
Miss F. F. Herbert	-	Accountant and Secretarial Assistant	2,200
H. MacDonald	-	Chief Animal Room Attendant	2,400
H. Douglas)		2,600
K. Freund)	Senior Technicians	3,120
F. W. Nobes)		3,120
J. P. Paradis)		2,400
W. Wilson)		750
Mrs. Felicia Dyrkacz	-	Laboratory Assistant	1,900
J. Turgeon	-	Technician	2,200
Miss Y. Hanus	-	Technical Assistant	1,606

Sub-Department of Synthetic Chemistry in relation to Medical Research:

F. Martin	-	Technician	2,550
National Research Council	Consolidated Grant No. 2: July 1-Mar. 31)		
Miss M. Henderson	-	Research Assistant	1,875
J. Schult)		1,950
W. Wilson)	Senior Technician	1,162.50
Mrs. Dorothy A. Shepherd	-	Laboratory Assistant	1,500
Miss P. Dolan	-	Laboratory Technician	1,260
National Research Council	DR 22: July 1-Mar. 31)		
W. J. Linghorne	-	Research Associate	1,500
Mrs. Joan Ashdown	-	Technical Assistant	1,500
Nutrition Foundation Inc.	Best:		
B. Rosenfeld	-	Research Associate	4,500
R. J. Gillespie	-	Research Assistant	2,500
Mrs. Phyllis M. Hartroft	-	Research Assistant, July 1 to Aug. 31	400
Miss S. Cochrane	-	Laboratory Assistant - part- time	780

Defence Research Board 323:

A. M. Rappaport	-	Research Associate, July 1 to Mar. 31	3,900
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National Cancer Institute Project 150:

W. Wilson	-	Senior Technician (part time)	337.50
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Foster Bequest:

Mrs. A. Sirek	-	Research Associate, Sept. 1 to June 30	2,400 per an.
Mrs. Helju Viilup	-	Laboratory Assistant	2,400

James R. Scott Estate:

K. K. Govind	-	Research Assistant	1,800
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Canadian Life Insurance Officers' Association:

I. W. Davidson	-	Fellow	2,500
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National Cancer Institute - Franks: July 1-Mar. 31

G. A. Meek	-	Research Associate (part time)	1,350
Miss A. McGregor)		1,395
Miss M. M. Shaw)	Research Assistants	1,500
J. Skublics)		1,530
W. Wilson	-	Technician (part time)	375
K. Wunderlich	-	Technical Assistant	1,560

Defence Research Board 309:

C. S. Lennox	-	Research Assistant, July 1 to Mar. 31	1,500
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Appoint-
ments
(Cont'd)

Defence Research Board 458:			
G. A. Meek	- Research Associate (part-time)	July 1 to Mar. 31	\$1,350
Nutrition Foundation Inc. Baer:			
J. Maurukus	- Research Assistant		2,880
Public Health Grant Project 605-7-49:			
D. Buchnea) Research Assistants,		2,700
Miss A. D. Fetherstonhaugh) July 1 to Mar. 31		1,980
Canadian Life Insurance Medical Fellowship:			
G. Wilgram	- Research Assistant		3,000
<u>School of Hygiene:</u>			
Administration:			
Mrs. Jane M. Musson	- Assistant Secretary		1,392
Hospital Administration:			
Miss E. M. Osbourne	- Secretary		2,136
Parasitology:			
R. G. Struthers	- Special Lecturer in Tropical Hygiene (part time)		200
Virus Infection:			
J. S. McAllister	- Senior Technician		220
Public Health Nutrition:			
Mrs. Lillian Shier	- Secretary		2,460
Chemistry in Relation to Hygiene and Sanitation:			
D. S. Caverly	- Demonstrator in Sanitation (part time)		300
Mrs. Joan Baker	- Laboratory Assistant (paid from C.M.R.L. \$2,100)		
Public Health Administration:			
Special Lecturers, Public Health Administration (part time)			
A. R. J. Boyd	without salary	G. C. Brink	100
W. G. Brown	\$100	D. V. Currey	100
G. A. Edge	250	L. E. Elkerton	100
F. W. Jackson	150	G. W. O. Moss	250
L. A. Pequegnat	without salary	J. T. Phair	without salary
W. S. Puffer	100	C. E. A. Robinson	do.
A. H. Sellers	100	M. G. Taylor	do.
J. E. F. Hastings	- Fellow in Medical Care Administration		do.
Miss F. L. Czajka	- Secretary		2,352
Physiological Hygiene:			
J. Horwood	- Senior Technician		3,024
Miss E. R. Mills	- Secretary		2,328
Epidemiology and Biometrics:			
Mrs. M. R. Richardson	- Fellow in Epidemiology and Biometrics		2,574
Miss D. L. Muller	- Secretary		2,220
<u>Faculty of Applied Science and Engineering:</u>			
Aeronautical Engineering:			
D. G. Allan	- Lecturer		4,600
R. D. Hiscocks) Special Lecturers,		1,000
W. Czerwinski) Sept. 30 to Apr. 30		650
R. B. McIntyre)		450
Applied Physics:			
F. B. Friend) Lecturers		4,600
P. A. Macpherson)		3,600
L. M. Steinberg	- Instructor, July 1 to Apr. 30		2,700
W. A. Tiller) Instructors (part time)		1,000
S. S. Sheinin) Sept. 15 to Apr. 30		900
G. F. Bolling)		750
J. Vlcek) Demonstrators (part time)		750
H. Anto) Sept. 15 to Apr. 30		1,200

Appoint-
ments
(Cont'd)

Chemical Engineering:

Part-time Demonstrators:

J. Bumbulis	- Oct. 1 to Apr. 30	\$140 a month
P. B. Crean) Oct. 1 to Dec. 31	140 " "
C. P. Michellepis)	140 " "
A. Tombalakian)	140 " "
J. Zajdowski)	140 " "
V. Hovnanian)	140 " "
N. S. Macrakis) Oct. 1 to Apr. 30	140 " "
V. I. Matkovich)	140 " "
R. L. Norman	- Sept. 16 to Apr. 30	140 " "
Z. May (Lecturer)	- Sept. 16 to Apr. 15	175 " "
L. A. Pogorski	- Oct. 1 to Apr. 30	140 " "
C. Yoshida	- Sept. 1 to Apr. 30	140 " "
J. G. Duncan	- Special Demonstrator in Sanitary Chemistry, Sept. 23 to Apr. 9	\$150
A. V. Delaporte	- Special Lecturer in Sanitary Chemistry, Sept. 23 to Apr. 9	300

Civil Engineering:

Lecturers:

R. K. Cleverdon	\$4,600	C. W. Dillane	\$4,600
C. Hershfield	4,600	B. J. Haynes	4,450
J. R. Larke	3,500	O. Lloyd	3,500
A. E. Berry	- Special Lecturer, Sept. 20 to Apr. 20		1,000
A. H. S. Adams	- Instructor, Sept. 15 to Apr. 15		2,700
M. B. Wong) Instructors, Survey Camp		375
T. L. F. Rowe) 5 weeks		375
J. E. Minto	- Caretaker at Survey Camp		600
T. L. F. Rowe) Instructors, 3 mos. beginning		900
M. B. Wong) Sept. 30		900

Electrical Engineering:

Lecturers:

H. A. Courtice	\$4,600	C. E. Doeringer	4,600
J. L. Yen	3,600	R. L. Walker	4,400
P. E. Burke	3,100		
E. E. Newhall) Instructors, Sept. 20 to		2,900
I. Dalton) Apr. 20		2,900
Demonstrators: Sept. 20 to Apr. 20			
Mrs. S. Mosher	\$2,000	J. H. Courcoulas	2,380
Part-time:			
M. A. Juzycz	1,700	A. E. Hurd	1,450
F. Haiblen	850	King-Sun, Fu	1,000
G. M. Purnaiya	700		
A. N. Greenwood	- Special Lecturer, Sept. 1 to May 31		5,500

Mechanical Engineering:

J. J. Traill) Special Lecturers, Sept. 15	2,500	
R. O. King) to Apr. 14	without salary	
Lecturers, Sept. 15 to Apr. 14:			
R. T. Waines	\$4,600	F. C. Hooper	4,500
J. M. F. Vickers	3,900		
Instructors: Sept. 15 to Apr. 14			
R. W. P. Anderson	\$2,400	S. V. Hayes	2,700
Z. W. Dybczak	2,400		
Demonstrators: Sept. 15 to Apr. 14			
E. D. Dainty	\$2,100	F. Gwodz	2,200
W. R. G. Elliott	2,100	W. Palijenko	2,300
R. Kramarsic	2,100	F. P. J. Rimrott	2,100
M. J. Owen	2,100	Mrs. M. F. Hoare	2,300
G. Grodecki	2,100	A. Zabiuk	2,100

Special Lecturers:

W. O. C. Miller	- Engineering Law, 1st Term	750
R. R. Grant	- Accountancy & Business, 2nd Term	1,200

Appoint-
ments
(Cont'd)

Faculty of Dentistry:

Demonstrators - 8 mos:

Dentistry:

D. L. Anderson	\$ 540	K. F. Box	\$ 540
J. G. Chalmers	810	M. J. Crockford	720
Dr. Marjorie Jackson	880	D. O. McIntyre	810
J. E. Speck	540	W. G. Woods	675

Orthodontics:

R. A. Erickson	405	W. B. Malloch	405
G. E. Sparrow	-	Dental Radiology, Sept. to June	1,000

Special Lecturers:

H. M. Worth	-	Dental Radiology	450
W. E. Secord	-	Principles of Accounting	216
G. A. McMullen	-	Public Speaking	160
J. P. Radey	-	Technician, Radiology (half time)	1,000

Faculty Office:

Miss C. J. Lukes	-	Stenographer, Secretary's Office	2,160
Miss D. V. Blackman	-	Assistant to the Secretary	2,340
Miss M. Hill	-	Clerk, Secretary's Office	2,190

Faculty Clinic:

Dental Nurses - 10 mos.

Miss M. Walker	\$1,550	Miss J. L. Kalthoff	1,550
Miss E. Brown	1,525	Miss M. Graham	1,755
Miss M. MacCosham	1,755		

Dental Assistants - 10 mos.

Miss A. Atkinson	\$2,340	Miss M. L. Hand	1,600
Miss D. MacRae	1,600	Miss I. Duncan	1,500
Miss W. M. Leask	-	Supervisor of Dental Nurses in Training, 10 mos.	2,100
Miss J. Miller	-	Nurse in Surgery, 10 mos.	2,150
Miss B. Code	-	Dental Nurse in Surgery, 10 mos.	1,600

Faculty of Household Science:

Household Science:

C. E. Stauffer	-	Special Lecturer, 3 hrs. per week	2,000
Miss R. L. Winter	-	Instructor	3,500
Food Chemistry:			
W. E. Parker	-	Special Lecturer	500
Mrs. E. Freeman	-	Lecturer (half time)	1,700
J. J. Kagan)	Instructors	2,500
J. Beaton)		300
Mrs. J. Scott	-	Demonstrator	1,600
Mrs. H. Godwin	-	Secretary	2,340
E. M. Meade	-	Special Lecturer	500

Faculty of Forestry:

A. D. Hall)	Lecturers	4,600
K. A. Armson)		1,850

Faculty of Pharmacy:

Sept. 14 to May 13

Mrs. I. E. Stauffer	-	Special Lecturer in Hospital Pharmacy	1,800
Instructors:			
G. M. Hetherington)	Pharmacy	2,400
P. I. Sun)		2,400
D. M. Lucas	-	Pharmaceutical Chemistry	2,400
Demonstrators:			
G. E. Brooks)	Pharmaceutical Chemistry	1,200
Miss F. Yokoyama)	and Pharmacy Foundation	1,200
)	Fellows	
A. M. Goodeve	-	Materia Medica and Pharmacy Foundation Fellow	1,200
E. W. Stieb)	Pharmacy	1,200
W. R. Wensley)		1,200
E. R. Bellefeuille	-	Pharmaceutical Chemistry	1,200

Appoint-
ments
(Cont'd)

School of Law:

Special Lecturers:

B. Grossberg)	Civil Procedure	\$400
W. P. Rogers)		400
W. E. McLean	-	Insurance	600

Associates:

D. W. Mundell	-	Public Law	200
H. S. Parkinson	-	Conveyancing	200

Demonstrators:

R. W. Macaulay	-	Conveyancing	50
R. M. Sedgewick	-	Companies	50

School of Architecture:

Lecturers:

M. Bach	\$4,500	A. Elken	4,400
R. H. Grooms	4,200	E. Zeidler	3,300
H. Fliess)	Special Lecturers	4,500
J. Hall)		4,300

Instructors:

F. Coates	-	Modelling, part time - 7 mos.	2,400
G. A. McMullen	-	Public Speaking, part time - 6 mos.	375
E. Cooper	-	Attendant	2,544
Mrs. H. Ingram	-	Librarian and Office Assistant	2,316
Miss D. C. Corson	-	Office Assistant	1,968

School of Social Work:

Miss M. Shiell)	Lecturers	4,100
Miss H. DeMarsh)		4,000

Special Lecturers:

Judge L. V. Stewart)		150
A. Hood)	Fall Term	150
B. Quarrington)		100
E. J. Rosen)		150
Miss M. Burns)	Fall & Spring Term	200
Mrs. C. G. Brock)		-

Field Instructors:

Miss J. Dorgan	-	Field Supervisor	4,300
Field Supervisors - part time:			
Mrs. F. Warriner	-	Sept. 15 to May 31	1,487.50
Miss F. Held	-	Oct. 1 to May 31	1,333.28
Miss J. Grant	-	Oct. 1 to May 31 (full time)	1,943

School of Nursing:

Lecturers:

Miss J. E. Watson	\$4,550	Miss M. M. Allemang	4,000
Miss M. M. MacLachlan	3,400	Miss K. King	3,100
Miss J. Boyer	-	Librarian	2,700
Miss N. Press	-	Secretary to the Director and the School of Nursing	2,436
Miss B. Mortimer	-	Accountant	2,712

Secretarial Assistants:

Miss M. McTavish	\$1,980	Mrs. Mona Bliss	1,980
Miss A. Birzkal	1,980		

School of Physical and Health Education:

R. J. Wilson	-	Lecturer in Hygiene and Preventive Medicine	500
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Institute of Business Administration:

P. Y. Walmsley	-	Research Assistant	800
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Special Lecturers - without salary:

E. A. Allcut	H. C. Andreae
C. A. Ashley	G. F. Bain
E. M. Ballon	M. D. Brody
F. R. Crocombe	B. Ferguson
J. Finkelman	J. W. Harvey
W. C. Hood	D. D. Irwin
R. Joyner	B. Laskin
W. Line	R. Presgrave
P. J. Robinson	S. Stykolt
M. G. Taylor	H. J. Waisglass

Appoint-
ments
(Cont'd)

University Library:

D. W. Foley - Assistant Librarian, Aug. 1 to June 30 \$5,000 a year

Librarians - Grade 1:

P. Moes	\$2,700	Miss J. Smith	2,700
R. Bregzis	2,700	Miss E. M. McFadden	2,700
Miss F. McLean	2,700		
Miss J. S. Clarkson	- beginning Aug. 16		2,700
Miss E. M. Gratton	- Library Assistant		2,350

Athletics and Physical Education - Men:

Lecturers:

A. D. White	\$4,625	J. R. Kennedy	4,150
K. A. W. Wipper	4,150	C. A. McCatty	3,850
J. S. McManus	3,850		
Mrs. M. Penny	- Clerical Assistant, 10 mos.		1,360
P. Robb	- Locker Room Attendant, 10 mos.		1,725

Instructors (part time):

J. Primeau	\$ 100	A. R. T. Chetwynd	25
J. W. Cutts	25	L. B. Smith	25
D. M. Graham	without salary	R. P. Masterson	without salary

Physical Education - Women:

Lecturers:

Miss W. Baxter	\$3,700	Miss K. Oswald	3,650
Miss N. Simpson	3,600		

University Health Service:

Dr. Mary Atack	- Staff Physician (Women) 9 mos. half time, from Sept. 1	2,900
D. L. MacIntosh	- Staff Surgeon, Hart House Surgery, 8 mos. from Sept. 15	1,800
Mrs. Jean Warner	- Secretary (Women) 10 mos. part time, from Sept. 1	1,000
P. Leitch	- First Aid Attendant, Hart House Surgery, 8 mos., 1½ hrs. per day, from Sept. 15	600
Mrs. Mary Jeffries	- Nurse, Infirmary, 8 mos. from Sept. 15	1,200
Mrs. Margaret Thomas	- Housekeeper, Infirmary, 8 mos. part time, from Sept. 15	850

Library School, Ontario College of Education:

Instructors:

Miss C. G. Miller	- Special Libraries	240
Miss J. Thomson	- Work with Boys and Girls	640
Miss F. Trotter	- Story-Telling	240

54-6-13
Appropri-
ations

(d) Additional appropriations and deductions in appropriations:

School of Hygiene:

An additional appropriation of \$750 for "Parasitology - Equipment"; and a deduction of \$750 from "Parasitology - Salaries".

Faculty of Forestry:

An additional appropriation of \$300 for "Practice Camp"; and a deduction of \$300 from "Laboratory and Clerical Assistance".

Faculty of Medicine:

An additional appropriation of \$660 for "Installation of air-conditioning unit in Banting Institute"; and a deduction of \$660 from "Medical Postgraduate Account".

Miscellaneous:

An additional appropriation of \$800 for "Publicity - Advertising, Announcements, etc."; and a deduction of \$800 from "Contingencies".

54-6-14
Statutes
of Senate

(e) Statutes of Senate:

- Nos. 2303 respecting the John McCrae Scholarship
 2304 respecting the Harvey Harnick Scholarship
 2305 respecting the Ontario Chapter of American Society
 of Heating and Ventilating Engineers' Prize
 2306 respecting the Marsland Engineering Limited Scholar-
 ship
 2307 respecting the T. Howard Graham Bursary
 2308 respecting the Hugh Alexander Hoskin Award
 2309 respecting the James Gestie Perkin Bursary
 2310 respecting the School of Nursing Alumnae Bursaries
 2311 respecting the Kathleen Russell Scholarship
 2313 respecting the F. W. Baldwin Prize
 2314 respecting the J. A. D. McCurdy Prize
 2315 respecting the Leopold Macaulay Prize

Other recommendations of the President were presented as follows, and UPON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were approved:-

54-6-15
Courses
in English
and French,
School of
Graduate
Studies

- (a) That a course in English and a course in French be given during the summer in the School of Graduate Studies, as follows:-

1. English:

Revenue: (a) Prerequisite courses:

9 students taking both courses	\$1,125
5 students taking only one course	300

(b) Graduate courses:

Humanism - 11 students @ \$85	935
Modern Poetry - 14 students @ \$85	1,190
	<u>\$3,550.</u>

Expenses: Salaries:

(a) Prerequisite courses:

\$600 for each	\$1,200
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(b) Graduate courses:

\$750 for each	1,500	<u>2,700.</u>
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Surplus	\$ 850.
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2. French:

Revenue: 8 students @ \$85	\$ 680
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Expenses: Salary	<u>750</u>
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Deficit	<u>\$ 70.</u>
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Surplus on combined courses	<u>\$ 780.</u>
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54-6-16
Course
in
Business
Adminis-
tration

- (b) That a course in Business Administration be given during the summer in the School of Graduate Studies, as follows:-

Revenue	-	\$3,000
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Expenses:

Salaries	-	\$2,200
Supplies	-	<u>300</u>
		<u>2,500</u>

Surplus	-	<u>\$ 500</u>
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54-6-17
Research
Project
on Regent
Park Hous-
ing,
School of
Social
Work

- (c) Authorization of the research project entitled "A Study of the Regent Park Housing Project", submitted by Professor Albert Rose of the School of Social Work, as follows:-
- | | |
|--|-----------------|
| Salary (Professor Rose) | \$2,000 |
| (received from Central Mortgage and Housing Corporation) | |
| Secretarial Assistance, Office Supplies | \$ 500 to \$600 |
| (from Cassidy Memorial Research Fund) | |

54-6-18
Dean Mac-
farlane
and Armed
Forces

- (d) That the permission of the Board of Governors, given at a meeting held on April 23rd, 1953, to Dr. J. A. MacFarlane to act as Chairman of the Armed Forces Medical Council under the Department of National Defence, be extended until June 30th, 1955.

54-6-19
Appropri-
ations
from the
Wallberg
Fund

- (e) Appropriations as follows from the Wallberg Fund for the Session 1954-55:-
- | | |
|---|-----------------|
| Two research fellowships @ \$1,500 each | \$ 3,000 |
| Six undergraduate scholarships at \$500 each | 3,000 |
| Travelling expenses of teaching staff | 5,000 |
| Wallberg Lecture | 2,000 |
| Special Investigations in Engineering Education | 1,000 |
| Staff leaves of absence and staff development | 3,000 |
| Total | <u>\$17,000</u> |

54-6-20
Graduate
Students'
Fee

- (f) That the Graduate Students' Union fee paid by full-time graduate students who are conducting their studies on this campus be raised from \$1.00 to \$2.00, as from July 1st, 1954.

54-6-21
Rutherford
Medical
Research
Fund

- (g) That Professor C. H. Best be authorized to requisition funds from the Dr. James Page Rutherford Medical Research Fund to support research work on certain aspects of heart disease.

54-6-22
Name of
new
University
Library -
"The Samuel
Library"

The President reported to the Board the decision that had been made, after consideration by the Chairman of the Board, Colonel Phillips, Dr. Sigmund Samuel and himself, that the name of the new University Library should be in bronze letters rather than carved in stone over the main entrance, as provided in the original agreement, and that instead of "The Samuel Library of the University of Toronto" the name be "The Samuel Library". The Chairman paid tribute to Dr. Samuel as a great benefactor.

54-6-23
Lectures
in feder-
ated
univer-
sities

ON MOTION DULY MADE, SECONDED AND UNAN-
IMOUSLY CARRIED, the Board adopted the recommendation of the President that, under Section 113 of The University of Toronto Act 1947, the Board approve of attendance at lectures in feder-
ated universities and in University College as provided in the memorandum hereto attached for the Session 1954-55. The feder-
ated universities have consented to this arrangement for 1954-
55:-

54-6-23
Lectures
in feder-
ated
univer-
sities
(Cont'd)

Memorandum of agreement between the heads of the four college departments of Classics (Professors Getty, Robertson, Grube and O'Toole), after consultation with their several staffs, on courses in Classics which might profitably be shared for the Session 1954-55.

- | | Total
hours
weekly | Instructors |
|---|--------------------------|--|
| 1. That the present co-operative arrangements between the four college departments be continued in the following courses: | | |
| (a) Greek and Latin Literature,
1a, 2a, 3a, 4a | 2 | Adams (T)
Getty (C)
Robson (V)
Sheridan (M)
respectively. |
| (b) Greek 4a (lecture course only) | 2 | Woodbury (C)
Tait (C)
Grube (T) |
| (c) Latin 4b (Literary criticism) | 1 | Grube (T) |
| (d) Classics in English 1a | 3 | Grube (T)
Bennett (V)
Wallace (C),
another
instructor (C). |
| | Total <u>8</u> | |
| 2. That the lectures in Classics in English 2a be also given co-operatively. | 3 | Tait and
Thomson (C) |
| 3. That similar arrangements be made for the following honour courses: | | |
| (a) Greek 2f (Plato, Demosthenes and Prose) | 2 | Shepherd (C)
Woodbury (C) |
| (b) " 3e (Pindar and Theocritus) | 1 | Woodbury (C) |
| (c) " 4b | 1½ | Adams (T) |
| (d) Latin 2c (Plautus and Terence) | 1½ | Wey (M) |
| (e) " 3c (Horace, Elegists, Livy) | 1½ | Bennett, Robson
(V) |
| (f) " 4b (Horace and Juvenal) | ½ | Getty (C) |
| | Total <u>8</u> | |
| 4. That general lectures on periods of ancient literature be given within the following honour courses: | | |
| (a) Greek 1c (Epic) | ½ | Robertson (V) |
| (b) " 2e (Drama) | ½ | Adams (T) |
| (c) Latin 1b (Lyric poets) | ½ | Sheridan (M) |
| (d) " 2c (Literature of the Republic) | 1 | Getty (C) |
| (e) " 3c (Literature of the Augustan Age) | ¾ | Bennett (V) |
| | Total <u>3</u> | |
| 5. That the following courses within the General Course be taken co-operatively: | | |
| (a) Greek 3a | 3 | Adams (T) |
| (b) Latin 2a | 3 | Mrs. Norwood (C) |
| (c) Latin 3a | 3 | Robson (V) |
| | Total <u>9</u> | |
| 6. In the case of courses which are often not required and where the number of students concerned is very small (e.g. one, two or three), it would be difficult to make firm commitments. When these courses are required in one college only, that college should be responsible for giving them; but when they are required in more than one college, the colleges concerned should make <u>ad hoc</u> arrangements for co-operation. | | |

54-6-23
Lectures
in feder-
ated
univer-
sities
(Cont'd)

This section applies to:

- (a) The courses in the subjects of concentration (Greek and Latin).
- (b) Greek 1b and 2b (Honour as well as General).
- (c) Latin 4d (Honour): 2 hours weekly. The departments of Classics in University College and St. Michael's College have agreed that such an ad hoc arrangement is feasible and desirable, with Bagnani and Getty (C) as instructors.

7. Co-operative arrangements may be made directly between two colleges where such arrangements are convenient and agreeable to these colleges.

The departments of Classics in University College and Trinity College have agreed that instruction in Greek 3c (Honour, with an allotted total of 4 hours weekly) should be shared as evenly as possible between the following instructors: Wallace (C) and Miss White (T).

Oriental Languages

The following arrangements for co-operative instruction are proposed for the Session 1954-55:-

University College will administer

Oriental Languages 3f	- 2 hours
Hebrew 4	- 3 "
Oriental History 4	- 2 "
	<u>7</u> hours

Victoria College will administer

Oriental Languages 2e	- 3 hours
Oriental Languages 4d	- 2 "
	<u>5</u> hours

Trinity College will administer

Oriental Languages 3e	- 2 hours
Hellenistic Greek 4	- 2 " (1st term)
	<u>4</u> hours

The Chairman congratulated the President for his efforts in bringing about these arrangements.

54-6-24
Rockefeller
Foundation
Grant for
Slavic
Studies

The President informed the Board of the generosity of the Rockefeller Foundation over a period of years to the Department of Slavic Studies, and stated that an offer had been received from them to provide an additional grant up to \$9,000 (Can.) for the budget of the department for use during the year beginning July 1st, 1954.

54-6-25
Rockefeller
Foundation
Grant for
Teaching
in Medical
Care

The President also informed the Board of a further offer from the Rockefeller Foundation to provide up to \$27,750.00 (Can.) to continue teaching in medical care by the Faculty of Medicine and the School of Hygiene, for use during the three years beginning July 1st, 1954.

54-6-26
Survey of
Museum

In connection with the decision of the Board to have a survey made of the Royal Ontario Museum, the

President stated that the survey would be completed for presentation to the Board in the autumn.

54-6-27
Executive
authority
during
summer
months

In view of the possible absence from the City of the Chairman and the Vice-Chairman during the summer months, ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the President was authorized to consult with any other members of the Board if he finds it necessary to recommend additional appointments or deal with urgent matters; and the Comptroller and the Bursar were authorized to act upon such recommendations of the President, which are to be reported to the Board at its meeting in October for confirmation.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following administrative matters were approved:-

54-6-28
Appoint-
ment

(a) Appointment:
Superintendent's
Office

- Mrs. M. O. Clapham, Secretary, from
June 9, 1954 @ \$2,600 a year

54-6-29
Resigna-
tion

(b) Resignation:
Superintendent's
Office

- Mrs. M. I. Hounsom, Stenographer
(salary \$2,070) July 21, 1954

54-6-30
Appropri-
ations

(c) Additional appropriations and deductions in appropriations:
Faculty of Forestry:

An additional appropriation of \$800 for "Library Alterations";
and a deduction of \$800 from "Academic Alterations".

University Health Service:

An additional appropriation of \$700 for "Athletic Injury
Care"; and a deduction of \$700 from "Occasional Staff Salaries".

University College Women's Residences and Union:

An additional appropriation of \$500 for "Combined Charges -
Men's Wages"; and deductions of \$250 from "Food Service -
Wages", and \$250 from "Women's Union - Wages".

An additional appropriation of \$400 for "Food Service -
Equipment"; and deductions of \$200 from "Food Service -
Furnishings", and \$200 from "Combined Charges - Infirmary".

An additional appropriation of \$325 for "Hutton House -
Wages"; and a deduction of \$325 from "146 St. George St.
Wages".

An additional appropriation of \$450 for "Laundry - Outside
Laundry Service"; and a deduction of \$450 from "Combined
Charges - Infirmary".

54-6-31
Donations

Donations were reported as follows, and

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were gratefully accepted:-

54-6-31
Donations
(Cont'd)

From -

The Estate of the late Mrs. Leila G. Senkler, notification received of a bequest under her Will of one half the residue of her Estate, to be used for medical research.

The following donors, the sum of \$4,000 received for the purchase of a three-unit Multiplex Projector, to be used in teaching and research in the field of Photogrammetry, Applied Physics:-

Hydro-Electric Power Commission of Ontario	-	\$2,000.
Spartan Air Services Limited	-	1,000.
Photographic Survey Corporation Limited	-	1,000.
		<u>\$4,000.</u>

The Department of Labour, Ottawa, the sum of \$2,450 received for the following research grants:-

A study of conciliation board techniques in the Province of Ontario - Porter - \$1,000.

A study of the settlement of labour disputes in the Ontario textiles industry - Eastman - 1,200.

Completion of the study on the effects of third-party intervention on the process of bargaining - Logan - 250.
\$2,450.

Eli Lilly & Company, the sum of \$2,000 (U.S.) received for a study on the synthesis of lipopeptides, under the direction of Dr. Erich Baer, Banting and Best Department of Medical Research.

Central Mortgage & Housing Corporation, the sum of \$2,000 received for a grant in aid of a study of the Regent Park Housing Project to be made by Dr. Albert Rose of the School of Social Work.

Canadian Foundation for the Advancement of Pharmacy, an offer received of three one-year teaching Fellowships in the Faculty of Pharmacy, in the amount of \$600 each, or a total of \$1,800, for the Session 1954-55.

Mrs. L. E. White, the sum of \$50 received to be used to aid a needy student entering University College in September 1954.

Research Council of Ontario, the sum of \$58,044 received for research grants to various members of the staff for the fiscal year April 1, 1954 to March 31, 1955, to be divided as follows:-

Grants in aid of research	-	\$48,370.
University administration	-	9,674.
		<u>\$58,044.</u>

The Estate of the late Mrs. Winnie Wegman, the sum of \$43,701.88 received, representing the residue of the Estate, to be held in trust in the Jules F. Wegman Scholarship Fund, the income therefrom to be used for scholarships for students in the School of Architecture.

The Rockefeller Foundation, the sum of \$20,000 (Can.) received, being the first semi-annual instalment for the year beginning July 1, 1954, for research on the problems of Canadian development.

The Rockefeller Foundation, offers received of the following grants:-

(a) To provide up to \$27,750 (Can.) for teaching in medical care by the Faculty of Medicine and the School of Hygiene, for use during the three years beginning July 1, 1954; any balance unexpended on June 30, 1957, to revert to the Foundation.

(b) To provide up to \$9,000 (Can.) for the budget of the Department of Slavic Studies for use during the year beginning July 1, 1954; any balance unexpended on June 30, 1955, to revert to the Foundation.

54-6-31
Donations
(Cont'd)

From -

The James Franceschini Foundation, an offer received to duplicate its original gift to the William Edward Gallie Trust Fund of \$25,000., and to pay it in five annual instalments of \$5,000 each, commencing January 1955.

The Atkinson Charitable Foundation, the following grants received:-

The 1954 portion of the total grant of \$96,250 for research in clinical applications of radioactive isotopes - \$16,775.

General bursary aid programme for 1954-55 - 4,000.

Department of Education, Province of Ontario, the sum of \$3,000 received for archaeological research during 1954-55, under the direction of Professor T. F. McIlwraith. Budget for the grant presented, with expenditures totalling \$2,531.11, leaving a balance of \$468.89 for future allocation.

The Alcoholism Research Foundation, the sum of \$3,000 received to continue the grant to Dr. J. K. W. Ferguson entitled "Blood Levels of Disulfiram and its End Products".

Trustees of a fund created by members of No. 3 Squadron, University Air Training Corps (1941-44), the sum of \$2,440.76 received to establish the F. W. Baldwin Prize and the J. A. D. McCurdy Prize in the Department of Aeronautical Engineering, each of the value of \$75 per annum, to be provided from the Fund and the interest earned thereon.

National Cancer Institute of Canada, grants received as follows for the fiscal year 1954-55:-

\$ 9,000.00 - Project No. 2 to cover the first half of an \$18,000 grant to Dr. W. R. Franks

6,635.61 - Project No. 12 to cover the first half of a grant of \$18,745 to Dr. A. W. Ham, less a balance of \$2,736.89 carried forward from 1953-54

1,755.26 - Project No. 20 to cover a grant of \$4,100 to Dr. A. M. Wynne, less a balance of \$2,344.74 carried forward from 1953-54

3,290.96 - Project No. 92 to cover the first half of a grant of \$7,600 to Dr. E. W. McHenry, less a balance of \$509.04 carried forward from 1953-54. Notification later received that the balance remaining should be \$421.32 not \$509.04 and that there was therefore an underpayment of \$87.72 which will be forwarded with the second payment of the grant.

1,845.00 - Project No. 98 to cover the first half of a grant of \$3,690 to Dr. E. A. Sellers.

3,704.50 - Projects No. 128 to cover the first half of a grant of \$7,420 to Drs. J. D. Hamilton and R. C. Ritchie, less a balance of \$5.50 carried forward from 1954-55.

2,000.00 - Project No. 150 to cover a grant to Drs. J. D. Hamilton and W. S. Hartroft.

Kennecott Copper Corporation, the sum of \$2,000 received for the award of their scholarship in Mining Engineering tenable for 1954-55, as follows:-

Kennecott Copper Corporation Scholarship - \$1,000.

University administration - 1,000.

\$2,000.

Charles E. Frosst & Co., the sum of \$1,000 received towards the "Frosst" Fellowship of Medical Art of the value of \$2,000, which will be payable to the recipient during 1954-55.

Hydro-Electric Power Commission of Ontario, the sum of \$900 received to cover their scholarships in the Faculty of Applied Science and Engineering which will be payable to the recipients in 1954-55.

54-6-31
Donations
(Cont'd)

From -

The Scottish Rite Masons of Toronto, the sum of \$500 received to cover their five Bursaries of \$100 each, payable to the recipients in 1954-55.

Imperial Oil Limited, the sum of \$500 received to cover the R. V. LeSueur Fellowship, payable to the recipient in 1954-55.

Mr. M. A. Starkman, the sum of \$500 received to cover the first award of his Fellowship in the Faculty of Pharmacy.
The Estate of the late Thomas A. Russell, the sum of \$489.62 received as the University's share of accruing income in the Estate to April 1, 1954.

Mr. Harvey Harnick, the sum of \$200 received to cover the first award of his scholarship, payable to the recipient in 1954-55.

Ontario College of Pharmacy, the sum of \$200 received to cover the two John Roberts Scholarships of \$100 each, payable to the recipients in 1953-54; also the sum of \$50 received to cover the Major F. A. Tilston, V.C. Scholarship payable to the recipient in 1953-54.

Mr. M. J. McGarvin, the sum of \$50 received towards the establishment of the Class of 1904 in Arts Scholarship Fund.

Dr. J. G. Perkin, the sum of \$50 received to cover the first award of his bursary in Dentistry, payable to the recipient in 1954-55.

Senior Panhellenic Association, the sum of \$50 received for the award of their Scholarship, payable to the recipient in 1954-55, and notification received that it will no longer be able to continue to donate funds for this award, as the Alumnae Panhellenic Association has changed its function to that of an advisory board only.

Garden Club of Ontario, the sum of \$25 received as a further donation to be used for the purchase of planting material for the Glendon Hall Garden.

Theatre Holding Corporation Limited, the sum of \$25 received to cover the Hollywood Theatre Prize in French, payable to the recipient in 1953-54.

Household Science Alumnae Association, the sum of \$25 received, being an additional donation to the Annie L. Laird Prize Fund.

Graduating Class of 1954, Faculty of Pharmacy, the sum of \$16.19 received as a contribution to the Faculty Library Fund.

Department of Health, Province of Ontario, a request received to change the name of "The Faulkner Gold Medal" to "The Minister of Health Gold Medal in Psychiatry from the Province of Ontario", if possible for the present award.

Principal Jeanneret, notification received that the award of the University College Women's Undergraduate Association Centenary Scholarship is to be available for the Session 1954-55.

Mrs. A. G. Walwyn, the sum of \$1,000 received to be added to the Institute of Child Study Building Alterations Fund.

Various donors, the following amounts received:-

\$ 391 - The Samuel Beatty Fund, bringing the total to \$20,988.

45 - H. M. Cassidy Memorial Research Fund, bringing the total to \$77,701.

225 - University College Alumni, Alumnae Giving Fund

2,967 - University of Toronto Dental Research Fund, bringing the total to \$63,235.45.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board approved of the execution of the following documents:-

54-6-32
Computation
Centre
Agreement

1. Supplement to agreement between National Research Council, the Defence Research Board and the University of Toronto, covering operation of the Computation Centre, whereby title in and to the Ferranti Computer is vested in the University.

54-6-33
Lease of
528 Danforth
Avenue

2. Lease by the Royal Conservatory of Music of Toronto of property at 528 Danforth Avenue for the year commencing July 1, 1954, at a rental of \$150 a month.

54-6-34
Final Adjust-
ments in
Financial
Statement

The Financial Statement of the University for the month of May, 1954, was considered by the Board and at the suggestion of Mr. Gordon, Chairman of the Finance Committee, authority was given to the Chairman and the President to make any final adjustments for the year 1953-54 and report the same to the Board in the fall.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, other administrative matters were approved as follows:-

54-6-35
Residence
Dues, Men's
Residences
and School
of Nursing

- (a) Residence Dues, effective with the Session 1954-55:-

1. University Men's Residences:

	Weeks in Session	Sessional Rates Pro- posed	Present
Applied Science	29	\$165	\$147
Architecture	29	165	147
Dentistry (other than third year)	30	170	168
Forestry	28	160	142
Medicine	32	185	179
Music	30	170	168
Pharmacy	30	170	168
Physical & Health Education	30	170	158
Pre-Medicine	32	185	168

Any extensions at the end of the term will be charged at the rate of \$5.75 per week.

2. School of Nursing Residence Dues:

School of Nursing Residence Dues

PERIOD OF RESIDENCE

FEES PAYABLE

Year	From		To	Single Pay- ment	First Instalment Date		Second Instalment Date		Third Instalment Date		Fourth Instalment Date	
First	Sept. 22, 1954	July 31, 1955		\$685	On or before Opening of Session	\$200	On or before Nov. 30	\$200	On or before Feb. 28	\$200	On or before Apr. 30	\$85
Second	Sept. 22, 1954	July 31, 1955		685	do.	200	do.	200	do.	200	do.	85
Third	Sept. 1, 1954	July 31, 1955		735	do.	200	do.	200	do.	200	do.	135
Fourth	Sept. 1, 1954	July 31, 1955		735	do.	200	do.	200	do.	200	do.	135
	Sept. 1, 1955	Oct. 31, 1955		130	do.	130						
Fifth	Sept. 1, 1954	May 7, 1955		550	do.	200	do.	200	do.	150		

54-6-35
Residence
Dues,
School
of Nursing

54-6-36
Employees'
Picnic
grant

- (b) Confirmation of grant of \$100.00 to the University of Toronto Employees' Association to help defray expenses of their annual picnic.

54-6-37
Confirma-
tion of
Invest-
ment
Transac-
tions

- (c) Confirmation of the following Investment Transactions not previously approved:-

Purchased for -

Trust Pool

\$ 50,000 4½% City of Waterloo due Dec.15,1961-2 yield 3.75%
Debentures

Short Term Investment for Current Funds

\$500,000 2½% Government of Canada Bonds due Dec.15,1956 @ \$99.70

54-6-38
Appropria-
tions
from
Special
Reserve
for
Deferred
Mainten-
ance and
Rehabili-
tation

- (d) Appropriations from Special Reserve for Deferred Maintenance and Rehabilitation, as follows:-

1. To complete painting, refurnishing and decoration of Men's Residences - \$25,000
2. To carry out major repairs and renovation at 65 St. George Street - this property has just been acquired and it will be converted for the use of the Department of University Extension - \$35,000
3. To make certain alterations to offices in Simcoe Hall resulting from plan to move the Department of University Extension to 65 St. George Street - \$15,000

54-6-39
Dial
System
for the
Univer-
sity
Telephone
Service

The Comptroller informed the Board that owing to the expansion of the University and the limitation of telephone facilities, consideration had been given to the question of installing a semi-automatic Dial System for the University Telephone Service, and that the Bell Telephone Company had approved of the installation. ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, authority was given to proceed with the work at a cost of approximately \$6,600.00 for installation expenses, and an appropriation for this sum to be established.

54-6-40
54-6-41
54-6-42
54-6-43
Purchase
of pro-
perties

The Board was informed of the completion of the purchase of the following properties:-

- | | | | |
|-----|----------------------|---|-------------|
| (a) | 65 St. George Street | - | \$59,000.00 |
| (b) | 12 Orde Street | - | 25,000.00 |
| (c) | 14 Orde Street | - | 16,000.00 |
| (d) | 16 Orde Street | - | 18,000.00 |

Estimates
of units
1954-55

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, approval was given to the Estimates of the following units for 1954-55:-

54-6-44
Estimates
of Insti-
tute of
Child
Study
1954-55

(a) Institute of Child Study:

Income:

Grant - Mental Health	\$ 92,000	
Nursery School Fees	15,000	
University provision	10,000	
Diploma Course Fees	3,300	
Food Service Income	7,550	
	<u>\$127,850</u>	

Expenditures:

Salaries and Pension Costs	\$ 94,550	
Text Books, Classroom supplies, etc.	6,550	
Food Service	7,550	
Building Costs	10,200	
Contributions to Building Fund	9,000	
	<u>\$127,850</u>	

54-6-45
Estimates
of Compu-
tation
Centre
1954-55

(b) Computation Centre:

Revenue:

Grant Income - National Research Council	\$ 30,000	
Grant Income - Defence Research Board	20,000	
Service Income	<u>88,000</u>	\$138,000

Expenditures:

Salaries and Pension Costs	57,070	
Supplies, operating expenses, etc.	15,100	
Ferranti Maintenance Contract	52,500	
University charge for accommodation, administration, etc.	<u>12,000</u>	\$136,670
Surplus		<u>\$ 1,330</u>

54-6-46
Students'
Adminis-
trative
Council
Estimates,
1954-55

(c) Students' Administrative Council:

General Revenue:

Fees	\$ 29,670	
Interest on Investments	750	
Commissions	<u>1,000</u>	\$ 31,420

Expenditures:

Administrative & General:

Salaries	\$ 8,648	
Office Supplies, etc.	4,356	
Building Maintenance	1,550	
Services and Activities	6,455	
Publications	<u>9,854</u>	\$ 30,863
Surplus		<u>\$ 557</u>

54-6-47
Estimates
of Women's
Athletic
Association
1954-55

(d) Women's Athletic Association:

General Revenue:

Athletic Fees	\$ 3,300	
Parking Receipts (net)	600	
Bowling Fees	85	
Interest, Bond & Bank	<u>300</u>	\$ 4,285

Expenditures:

Administrative and General	\$ 2,250	
Intercollegiate	<u>1,875</u>	\$ 4,125
Surplus		<u>\$ 160</u>

54-6-48
Appoint-
ment of
account-
ant for
Students'
Adminis-
trative
Council

Approval was given to the Comptroller's recommendation that authority be given to the Students' Administrative Council for the appointment of a qualified person to act as accountant for the Council, who could prepare quarterly statements for the Board and other detailed statements which may be required.

54-6-49
Students'
Adminis-
trative
Council
Fee

Approval was also given to a recommendation of the Comptroller for the establishment of a uniform fee for the Students' Administrative Council of \$5.00 for all courses. Heretofore students in Dental Nursing and Social Work paid \$8.00 per year, and students in Physical and Occupational Therapy paid \$6.00. The Students' Administrative Council fees in these courses will be reduced to \$5.00 as assessed for all other courses.

54-6-50
Grant for
Archaeol-
ogical
Research,
Seaway
dam
projects

The Comptroller reported on the Ontario Government Grant for Archaeological Research, received June 10th, 1954, in the amount of \$3,000. The Department of Anthropology is sending a survey team into the St. Lawrence River Valley to assess the number of Indian sites which will be inundated by the Seaway dam projects. ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following appropriations were approved:-

Salaries (3 men for 3 months)	\$1,320.00
Room and Board	525.00
Transportation	200.00
Equipment	55.00
	<u>\$2,100.00</u>
Report writing (salary)	400.00
Expenditures of 1953-54 survey in excess of grant	31.11
Reserved for future allocation	468.89
	<u><u>\$3,000.00</u></u>

54-6-51
Changes
in Trust
Funds

The Board was informed that when copies of the statements of Trust Funds as of June 30, 1953, for each of the faculties, colleges and schools of the University were forwarded to them, it was requested that any of the accounts that appeared to require adjustment should be investigated and recommendations for changes be submitted. The Board was informed by the Comptroller that the changes submitted by the faculties, colleges and schools are not inconsistent with the terms under which the Trust Accounts

54-6-51
Changes
in
Trust
Funds
(Cont'd)

were established, and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, approval was given to these changes as follows:-

Faculty of Arts

It is recommended that -

1. For each of the following Scholarships -
 - The Herbert W. Irwin Memorial Scholarship - Matriculation
 - The H. A. McTaggart Scholarship in Physics
 - The George M. Wrong Scholarship - Modern History
 - The Bill Fairley Prize in Anthropology
 - The T. H. Bickle Prize Fund for Swimming
 - (a) that there be a transfer of accumulated income, not required for the current award, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
 - (c) that the amount of the awards be the income of the fund the year preceding payment.
2. For the -
 - All Souls Historical Essay Prize -
 - (a) that there be a transfer of accumulated income to the Capital Fund of an amount sufficient to bring the Capital Fund up to \$3,500 as of June 30, 1954.
 - (b) that the value of the Prize be increased to \$200 to be awarded every two years.
 - (c) that a Trust Account for Historical Research be established:
 1. that there be a transfer to this account of the balance of the accumulated income, after reserving the sum of \$200 for payment of the next award, and, providing for the transfer to capital as above as of June 30, 1954.
 2. that there be a transfer to this fund in subsequent years, of the annual income less one-half the value of the award.
 3. that in the future, if an award in any year, when available, is not made, the value of that award be transferred to this fund.
3. For the -
 - Margaret Anna Brock Matriculation Scholarship -
 - (a) that the small surplus of \$8.44 in the Income Account be disposed of by dividing it in half and adding this amount to the normal value of the award for the next two years.
 - (b) that at the end of the two year period the value of the award be changed to the annual income of the fund.
4. For the -
 - Maurice Cody Memorial Prize - Modern History
 - (a) that there be a transfer of accumulated income, not required for the current award, to the Capital Fund as of June 30, 1954.
 - (b) that the amount of the award be the annual income of the Fund.
5. For the -
 - Sir John Cunningham McLennan Prize -
 - that there be a transfer of accumulated income to the Capital Fund sufficient to increase the Capital Fund to the amount of \$500 as of June 30, 1954.

54-6-51
Changes
in
Trust
Funds
(Cont'd)

6. For each of the following Scholarships -
 - The Blake Matriculation Scholarships
 - The William Hardie Scholarship - Classics
 - The Sir Wilfrid Laurier Memorial Scholarship
 - (a) that there be a transfer of accumulated income, not required for current awards, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
7. For the -
 - Gibson Matriculation Scholarships -
 - (a) that there be a transfer of accumulated income, not required for the current awards, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
 - (c) that the total amount of the two awards be the income of the fund of the year preceding payment.
 - (d) that the values of the respective awards be in proportion to their present amounts.
8. For the -
 - Hugh Innis Strang Memorial Scholarship -
 - (a) that there be a transfer of accumulated income, not required for the current award, to the Capital Fund as of June 30, 1954.
 - (b) that in future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
 - (c) that the value of the award be the income of the fund of the year preceding payment, but not less than \$100 which has been guaranteed by the University.
9. For the -
 - William Ramsay Scholarship in Physics -
 - (a) that there be a transfer of accumulated income, not required for the current award, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
 - (c) that the income guaranteed by the University be 5% on \$1,000 the original principal of the Fund.
 - (d) that the value of the Scholarship remain as at present, namely \$50.
10. For the -
 - Mary Mulock Scholarships -
 - (a) that there be a transfer of accumulated income, not required for the current awards, to the Capital Fund as of June 30, 1954.
 - (b) that in the future -
 1. if one of the awards in any year is not made, the earned income available for that year be applied to the payment of the other award and the excess, if any, be transferred to the Capital Fund.
 2. if the two awards in any year are not made, the total of the earned income available for those awards be transferred to the Capital Fund.
11. For the -
 - Bankers' Scholarship
 - The William Ramsay Scholarship in Political Economy
 - (a) that there be a transfer of accumulated income, not required for the current award, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, in any year, whether or not the award be made, the unexpended income available for that year be transferred to the Capital Fund, since the University guarantees 5% on total opening balance.

54-6-51
Changes
in
Trust
Funds
(Cont'd)

Faculty of Medicine

It is recommended that -

1. For each of the following Scholarships, Bursary and Prize -
 - The John Copp Memorial Fund
 - The Samuel Godfrey Scholarship
 - The Hendry Memorial Scholarship
 - The Lister Prize in Clinical Surgery
 - Dr. Roy Simpson Scholarship in Paediatrics
 - Royal Canadian Army Medical Corps Women's Auxiliary Bursary
 - (a) that there be a transfer of accumulated income, not required for current awards, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
 - (c) that the amount of the award be the income of the fund of the year preceding payment.
2. For the Meds 2T4 Scholarship -
 - (a) that there be a transfer of accumulated income, not required for current awards, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
 - (c) that there be a transfer of income, in excess of the amount of the award of \$200, to the Capital Fund as of June 30th each year.
3. For the Balfour Lectureship -
 - that the Dr. S. W. Harrington donation be closed and the unexpended balance of \$10.20 in the Fund be transferred to the Balfour Lectureship income account as of June 30, 1954.
4. That the Physical Therapy Undergraduate Association donation be closed and the unexpended balance of .45¢ in the fund be added to the normal value of the next award of the Beatrice Hally Prize in Physical Therapy.
5. That the Psychiatry Special Fund and the Psychiatry Advancement Fund be amalgamated as of June 30, 1954.
6. That the balance in the Obstetrics and Gynaecology Trust Account (Cannell) be placed in one fund as of June 30, 1954.

Faculty of Applied Science and Engineering

It is recommended that -

1. For each of the following Scholarships -
 - The John M. Empey Scholarship Fund
 - 3 scholarships, each of the value of 1/3 the annual income of the fund.
 - The J. A. Findlay Scholarships
 - 2 scholarships, each of the value of 1/2 the annual income of the fund.
 - The A. C. Ransom Scholarship
 - 1 scholarship of the value of the annual income of the fund.
 - (a) that there be a transfer of accumulated income, not required for current awards, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
 - (c) that the amount of the award or awards in each instance be the income of the fund during the year preceding payment.

54-6-51
Changes
in
Trust
Funds
(Cont'd)

2. For the -
Harvey Aggett Memorial Scholarship -
- that the value of the award be maintained at its present value of \$75 until such time as the surplus in the income account becomes exhausted, and thereafter that the value of the award be changed to the annual income of the fund, of the year preceding payment.
3. For the -
Engineering Society Loan Fund -
- that the funds in the account at June 30, 1954, be turned over to the Chartered Trust Company to be added to the amount now held by them in the Engineering Society Loan Fund, so that it may be available for loans to students in the Faculty of Applied Science and Engineering.
4. For the -
Engineering Alumni Scholarship Committee Fund -
- that the unexpended balance of \$1.19 remaining in the fund be transferred to the Engineering Society Loan Fund as of June 30, 1954.

School of Law

- It is recommended that -
For the Angus MacMurchy Medal Fund -
- the accumulated income of the fund, not required for the current award, be transferred to the Capital Fund of the award as of June 30, 1954.

Ontario College of Education
University of Toronto Schools

- It is recommended that -
1. For each of the following Prize and Scholarship -
The Pakenham Memorial Prize - Ontario College of Education
The Henry Job Crawford Scholarship - University of Toronto Schools
(a) that there be a transfer of accumulated income, not required for the current award, to the Capital Fund as of June 30, 1954.
(b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.
(c) that the amount of the award be the income of the fund of the year preceding payment.
 2. For the Wallace Nesbitt Medals - University of Toronto Schools -
- that there be a transfer of accumulated income to the amount of \$150 to the Capital Fund as of June 30, 1954.
 3. For the T. M. Porter Bequest - University of Toronto Schools -
(a) that 10 Scholarships with a capital of \$1,000 each be established from the original moneys received, and be designated as the "Thomas M. Porter Scholarships".
(b) that the total sum in the income account, including income for the year 1953-54, be transferred to the Capital Fund as of June 30, 1954.
(c) that the value of each Scholarship be 1/10 the annual income of the fund of the year preceding payment.
(d) that in the future, if an award or awards in any year is/are not made, the income available for that award or awards be transferred to the Capital Fund.
(e) that the value of the award in each instance be applied to the fees of the respective winners. Any part or all of the award not required to pay any balance of fees for the year owing at the time of the award is payable, may be paid by cheque to the winner.

54-6-51
Changes
in
Trust
Funds
(Cont'd)

4. For the Allen Robertson Scholarships - University of Toronto Schools -
 - (a) that there be a transfer of the accumulated income to the Capital Fund as of June 30, 1954.
 - (b) that, until such time as the estate is settled and the number of Scholarships to be available decided on, the annual income of the fund be transferred to the Capital Fund as of June 30, each year.
5. For the Langford Rowell Scholarship - University of Toronto Schools -
 - (a) that there be a transfer of accumulated income, not required for the current award, to the Capital Fund as of June 30, 1954.
 - (b) that in the future, if an award in any year is not made, the income available for that award be transferred to the Capital Fund.

54-6-52
Request
for tennis
courts at
65 St.
George
Street

In connection with the alterations to be made at 65 St. George Street, Mr. Justice Hope requested that consideration be given to arrangements being made for tennis courts for University College in the rear of this property.

54-6-53
Air-
Condition
in Board
Room

Several members of the Board referred to the heat and humidity in the Board Room, and it was suggested that consideration be given to the question of installation of air-conditioning equipment in the Board Room.

54-6-54
University
College
Men's
Residence
Appropri-
ations

In connection with the erection of the new University College Men's Residence, Mr. Justice Hope informed the Board that they have every hope of keeping within the appropriation and having funds available to supplement certain other additional expenditures which are considered desirable.

The meeting adjourned at 5:35 p. m.

*Amended
M.B.*

Minutes confirmed.

October 28th 1954

[Signature]

Secretary

[Signature]
Chairman

Minutes of the meeting of the Board of
Governors held in the Board Room, Simcoe Hall, on Thursday, October
28th, 1954, at 4 p.m.

Present -

The Chairman (Colonel Phillips)	Dr. Samuel
The Chancellor	Mr. Bryce
The President	Mr. Vaughan
Mr. Osbourne	Hon. Dr. Bruce
Dr. Tory	Mr. Burns
Mr. Urquhart	Mr. Clarke
Mr. Ketchum	Hon. Mr. Justice Hope
Mr. Dalglish	
	Mr. A. G. Rankin, Comptroller
	Mr. C. E. Higginbottom Secretary

Dr. Bissell, Vice-President, in attendance

54-10-1
Minutes
confirmed

The minutes of the previous meeting were
presented and -

On motion of Mr. Bryce,
Seconded by Mr. Vaughan,
And unanimously carried,

were confirmed.

54-10-2
Leaves of
Absence

ON MOTION DULY MADE, SECONDED AND UNANIM-
OUSLY CARRIED, leave was granted to the following members absent
from the previous meeting:-

The Chairman	Mr. Fennell
The Chancellor	Dr. Johnson
Hon. Dr. Bruce	Mr. Ketchum
Mr. Bryce	Mr. LaBine
Mr. Clarke	Rt. Hon. Vincent Massey
Mr. Duncan	Mr. Matthews
	Dr. Tory

The Board approved of the following re-
quests for leave of absence:-

Mr. Gordon	-	until November 13th
Mr. Duncan	-	until November 17th
Dr. Johnson	-	until the end of October

54-10-3
Record of
Attend-
ance

There was presented a record of attend-
ance at the Board meetings for the year 1953-54.

54-10-4
Press
Committee
Report
No. 31

Press Committee Report Number 31 was pre-

sented as follows, and -

On motion of Mr. Justice Hope,
Seconded by Mr. Burns,
And unanimously carried,

the report was adopted:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Monday, October 25th, 1954, at 4:30 p.m., at which the following were present:-

The Hon. J. A. Hope
(in the Chair)
The President
The Chancellor
Mr. C. F. W. Burns

From the University Press:
Mr. Marsh Jeanneret, Director
Mr. J. G. Garden,
Chief Accountant

Mr. A. G. Rankin, Comptroller
Mr. C. E. Higginbottom, Secretary

1. Report of previous meeting

The report of the previous meeting held on May 11th, 1954, which had been submitted to and approved by the Board of Governors on May 14th, was taken as read.

2. Transfer of Accounts of the Press from the Dominion Bank to the Royal Bank

The Comptroller informed your Committee that better banking facilities for the needs of the Press could be provided by the Royal Bank than those at present existing with the Dominion Bank, and

Upon motion of the President,

Seconded by the Chancellor,

your Committee recommends that the accounts of the Press be transferred from the Dominion Bank, Toronto, and the National City Bank, New York, to the Royal Bank, Yonge and Bloor Branch, Toronto, and the Agents of the Royal Bank in New York.

Upon motion of the President,

Seconded by the Chancellor,

your Committee recommends for approval the following revised resolution covering signing authority for cheques, etc., for the University of Toronto Press bank accounts:-

All cheques, drafts and orders for the payment of money drawn on the following University of Toronto Press (hereinafter called "the Press") bank accounts, namely -

- (a) Royal Bank of Canada, Toronto, Current Account
- (b) Royal Bank of Canada, Toronto, Savings Account
- (c) The Agents, Royal Bank of Canada, New York

shall be signed by (1) any two of the Chairman, the President, the Comptroller, the Assistant Comptroller, and a member of the Board of Governors, or (2) the Director or Chief Accountant of the Press when countersigned by the Chairman, the President, the Comptroller, the Assistant Comptroller or a member of the Board of Governors, or (3) the Director and the Chief Accountant of the Press for an amount not exceeding four thousand dollars, or by the Accountant of the Press when countersigned by the Director or the Chief Accountant of the Press for an amount not exceeding one thousand dollars.

54-10-4
Press
Committee
Report
(Cont'd)

Provided that transfers between the above named accounts shall require the signatures of any two of the Director, Chief Accountant of the Press, or those listed in (1) above, and

Provided that the Resolution of the Board of Governors contained in the Minutes of the meeting on March 30, 1954, shall also remain in force until the Bank accounts therein referred to shall have been closed."

3. Audited Financial Statements for the year ended June 30, 1954

Your Committee gave careful consideration to the Financial Statements of the Press for the year ended June 30, 1954, showing a net profit of \$59,589.00 as follows:-

Sales and Revenue	-	\$929,871.00
Departmental Operating Expenses	-	829,320.00
Departmental Operating Profit	-	\$100,551.00
Administrative Expenses	-	40,962.00
Net Profit	-	<u>\$ 59,589.00</u>

The gross revenues of \$929,871.00 represent an increase over the year ended June 30, 1953, of \$57,773.00. These sales of \$929,871.00 are after elimination of inter-departmental sales of \$145,564.00 from a gross of \$1,075,435.00. The net profit for the year amounted to \$59,589.00 as compared with \$32,818.00 in 1953. It is noted that there is a profit of \$14,872.00 shown under General Publications as compared with a net loss the previous year of \$1,566.00, and a decrease in the net deficit in Periodicals and Bibliographic and Research Centre of \$6,158.00. A new method of providing a reserve for depreciation of equipment purchases is being arranged between the Comptroller and the Director.

Your Committee recommends the Financial Statements to the Board for approval, and also recommends that the appreciation of the Board be conveyed to the Director of the Press and his staff for the splendid results of the year ended June 30, 1954.

The following is a comparative summary of the operations of the Press for the years 1951 to 1954:-

COMPARATIVE SUMMARY 1951 - 1954

<u>Year Ended</u> <u>June 30</u>	<u>Sales</u>	<u>Student Enrolment</u>	<u>Net Profit</u>
1951	\$708,168	13,129	\$ 22,546
1952	770,346	12,021	15,520
1953	872,098	10,852	32,818
1954	929,871	10,610	59,589

4. Equipment Purchases

The Director informed the Committee of the necessity for obtaining additional replacements of equipment and also certain new equipment for the printing department of the Press, and

Upon motion of Mr. Burns,

Seconded by the President,

your Committee recommends the following equipment purchases for approval:-

EQUIPMENT PURCHASES

To be charged to Reserve for Replacement of Equipment

1 x 6 pt rule and slug mold	\$	240.00	
1 x 24/30/36 pt combination display mold		250.00	
1 x 12 pt 3E mold		240.00	
1 x case 11 pt 21E mats		210.00	
1 x Replacement of electric switch boxes for casters		<u>48.00</u>	\$ 988.00

54-10-4
Press
Committee
Report
(Cont'd)

Carried forward

\$ 988.00

New Equipment to be charged to Surplus

1 x Vandercook 219 Test (proof) press, including installation	\$5,000.00	
Purchase of new mats and molds as required	3,000.00	
1 x 12 pt and 14 pt combination display mold	250.00	
4 x oilers for casters at \$22 each	88.00	\$8,338.00
		<u>\$9,326.00</u>

Note: All above purchases will be subject to
normal plant reserve for depreciation.

5. Special Report of the Director

The Director of the Press presented to the Committee a special report on the need for improved facilities at the Press, and informed the Committee that they had reached the limits of productivity and emphasized the inadequacy of the present accommodation. The considerations submitted include the following:-

- (a) The activities of the Press have shown a marked annual increase during recent years and indicate that its services will continue to grow.
- (b) None of the main Press departments, especially the Publications Department, possesses the physical capacity to handle significant further increases in production.
- (c) The Press appears to possess the financial ability to underwrite all normal building and alterations costs that should be involved, without additional grants from other University funds.

The Director pointed out that the Bibliographic and Research Centre of the Press has the largest and most highly skilled staff of any book publishing house in Canada, but it must be developed if the present publishing programme is to be enlarged, and this cannot be done in the present quarters. The Bookstore possesses one inescapable advantage and that is its geographical location, but its present facilities, including warehousing and shipping space, are inadequate for many reasons. The problems of the Printing Department centre chiefly in inefficient layout in certain areas, due to restricted floor accommodation.

The Committee are convinced that in the light of the progressive expansion of the business of the Press, as is manifest by a study of the past three years, there is an excellent opportunity for further increase with its attendant benefits to this University in particular and to scholarly publishing and the academic community in general, and that increased accommodation is essential both in the Bookstore and in the plant to ensure such development. The Committee has directed a further study of alternative schemes to achieve this end and after further consideration thereof will bring in the very near future concrete proposals to the Board for its consideration.

6. Quarterly Financial Statements for period ended Sept. 30, 1954

The Committee considered a comparative statement of Profit and Loss of the Press for the three month period to September 30, 1954 and 1953, showing a surplus of \$19,737.00 as follows:-

54-10-4
Press
Committee
Report
(Cont'd)

	1953	1954
Sales and other revenue	\$208,675.00	\$251,690.00
Cost of Sales and other cost of Earning Revenue	<u>191,575.00</u>	<u>221,519.00</u>
Departmental Gross Profit or (Loss)	17,100.00	30,171.00
Apportionment of Administration and accounting expense	<u>9,036.00</u>	<u>10,434.00</u>
Net Profit or Deficit	<u>\$ 8,064.00</u>	<u>\$ 19,737.00</u>

7. Pension Payments

In connection with previous consideration given to the matter of demands for pension payments at the Press, the Director informed the Committee that it appeared that further consideration would very shortly have to be given to the granting of these demands, applicable to the Pressmen.

The meeting adjourned at 6:35 p.m.

All of which is respectfully submitted.

(Sgd) J. A. Hope

Chairman of Committee

(Sgd) C. E. Higginbottom

Secretary"

October 25, 1954

On behalf of the Board the Chairman extended congratulations to the Press Committee for increased success in the operations of the Press during the past year.

54-10-5
Connaught
Committee
Report
for 15-
month
period to
June 30,
1954

In presenting the Report of the Connaught Committee and of the Director of the Connaught Medical Research Laboratories for the 15-month period ended June 30th, 1954, Dr. Tory, Chairman of the Committee, gave a very comprehensive review of the progress of the Connaught Laboratories, with emphasis on the developments which occurred during the past year.

It was moved by Dr. Tory,
Seconded by Mr. Osbourne,
And unanimously carried,

that the audited financial statements, accompanied by the Director's report, constitute the Annual Report of the Connaught Committee for the 15-month period ended June 30th, 1954, and that such Report, as presented herewith, be now approved, ratified and confirmed.

Dr. Bruce referred to the splendid work which had been accomplished by Dr. Defries in connection with the operations of the Laboratories, and the Chairman of the Board extended to Dr. Tory, Chairman of the Connaught Committee, to Dr. Defries, Director of the Laboratories, and to all those associated with them, the congratulations of the Board on the splendid results achieved by the Laboratories, particularly during the past year.

54-10-6
Insulin
Committee
Resolu-
tions
and
Financial
State-
ments

There was reported the receipt of a cheque for \$363,983.91 from funds of the Insulin Committee for the year ended March 31st, 1954, made up as follows:-

By Contract -

For addition to Insulin Committee Trust Fund	\$104,466.11	
For Medical Research (Banting)	34,822.04	
For Medical Research (Best)	34,822.04	
Research Account - Department of Medicine	<u>10,000.00</u>	\$184,110.19

From Amount Unallocated -

For addition to Insulin Committee Trust Fund	\$ 62,000.00	
For Medical Research (Banting)	17,500.00	
For Medical Research (Best)	17,500.00	
For Medical Research (President's Committee)	20,873.72	
For Special Investment for Insulin Committee Laboratory Fund	<u>62,000.00</u>	\$179,873.72

Total	-	<u>\$363,983.91</u>
-------	---	---------------------

The following resolutions of the Insulin Committee were presented and approved by the Board:-

1. WHEREAS the Insulin Committee adopted at its meeting of 22nd December, 1953, a motion presented by the President accepting an offer of funds from Dr. H. C. Hagedorn commencing late in 1956 and directed toward the establishment of an Insulin Committee Laboratory Fund, AND WHEREAS in consideration of the foregoing the Committee in 1953 transferred to the Board for investment on behalf of the Committee and the above-mentioned fund the sum of \$35,000.00, NOW THEREFORE be it resolved that from the surplus designated "Amount unallocated" and appearing in the Committee's financial statements for the year ended March 31, 1954, the sum of \$62,000.00 be forwarded to the Board with the request that it be invested for the Insulin Committee Laboratory Fund.
2. WHEREAS in the financial year ended March 31, 1954, the Committee had a surplus in its accounts for which no disposition has been specifically provided by contract, which surplus was designated "Amount unallocated" and totalled \$179,873.72, AND WHEREAS the sums available to Medical Research (Banting) and Medical Research (Best) by contract from this Committee are this year diminished by an amount of approximately \$1,800.00 each over that of last year, AND WHEREAS the funds available by contract from the Committee to each of Medical Research (Banting) and Medical Research (Best) are approximately \$17,260.00 less for year ended March 31, 1954, than for the year ended March 31, 1951, AND WHEREAS the Committee desires to retain in its accounts, subject to approval by the Board, the sum of \$62,000.00 forming part of the "Amount unallocated",

54-10-6
Insulin
Committee
Resolu-
tions
and
Statements
(Cont'd)

NOW THEREFORE be it resolved that the sum of \$117,873.72 (being the above-mentioned "Amount unallocated" less the above-mentioned sum of \$62,000.00) be transmitted by the Committee to the Board for purposes of medical research, AND THAT in disposing of this sum of \$117,873.72 the President and the Board be requested to give consideration to a plan whereby the sum of \$17,500 would be made available to each of Medical Research (Banting) and Medical Research (Best) to meet the deficiencies indicated above, with the sum of \$62,000.00 being credited to the Insulin Committee Trust Fund, and the balance of \$20,873.72 being made available for such purposes of medical research as may be deemed desirable by the President and the Board.

Balance Sheets and Operating Statements
of the Insulin Committee as of June 30th and September 30th, 1954,
were presented at the meeting.

54-10-7
Appoint-
ment of
Vice-
Chairman
1954-55

On motion of Mr. Justice Hope,
Seconded by Mr. Vaughan,
And unanimously carried,
Mr. Henry Borden was appointed Vice-Chairman of the Board for the
year 1954-55.

54-10-8
Appoint-
ment of
Commit-
tees
1954-55

ON MOTION DULY MADE, SECONDED AND
UNANIMOUSLY CARRIED, the Committees for 1954-55, as presented by
the Chairman, were approved as follows:-

COMMITTEES, 1954-55 SESSION

EXECUTIVE COMMITTEE

The Chairman of the Board
The President

Mr. H. Borden
Mr. C. F. W. Burns
Mr. J. S. Duncan
Mr. O. D. Vaughan
Mr. W. L. Gordon
Dr. J. S. D. Tory
Mr. A. Kelly

CONNAUGHT COMMITTEE

The Chairman of the Board
The President

Dr. J. S. D. Tory
(Chairman of Committee)
Mr. W. A. Osbourne
(Vice-Chairman)
Mr. O. H. Dalgleish
Mr. N. C. Urquhart
Hon. Dr. H. A. Bruce
Dr. J. T. A. Sullivan

INSULIN COMMITTEE

The Chairman of the Board
The President

Mr. A. Kelly
(Chairman of Committee)
Dr. J. S. D. Tory
(Vice-Chairman)
The Chancellor
Mr. R. A. Bryce
Mr. G. A. LaBine
Mr. O. H. Dalgleish

(See Insulin Advisory Committee under Special Committees)

54-10-8
Appoint-
ment of
Commit-
tees
1954-55
(Cont'd)

ADMINISTRATIVE COMMITTEES

1. FINANCE

The Chairman of the Board
The President
The Chancellor

Mr. W. L. Gordon
(Chairman of Committee)
Mr. B. Matthews
(Vice-Chairman)
Mr. H. Borden
Mr. C. F. W. Burns
Mr. W. A. Osbourne
Mr. N. C. Urquhart

2. PROPERTY

The Chairman of the Board
The President
The Chancellor

Mr. O. D. Vaughan
(Chairman of Committee)
Mr. J. S. Duncan
(Vice-Chairman)
Mr. A. Kelly
Mr. C. F. W. Burns
Mr. W. A. Osbourne
Mr. W. H. Clarke

3. PRESS

The Chairman of the Board
The President
The Chancellor

Hon. J. A. Hope
(Chairman of Committee)
Mr. C. F. W. Burns
(Vice-Chairman)
Mr. H. Borden
Mr. A. Kelly
Mr. O. H. Dalgleish
Mr. W. L. Gordon
Mr. G. A. LaBine
Mr. P. A. C. Ketchum

4. UNDERGRADUATE ACTIVITIES

The Chairman of the Board
The President
The Chancellor

Mr. R. A. Bryce
(Chairman of Committee)
Mr. B. Matthews
(Vice-Chairman)
Hon. J. A. Hope
Mr. A. Kelly
Mr. C. F. W. Burns
Mr. W. L. Gordon
Dr. J. T. A. Sullivan
Mr. P. A. C. Ketchum

5. UNIVERSITY COLLEGE

The Chairman of the Board
The President
The Chancellor

Board Members
Hon. J. A. Hope
(Chairman of Committee)
Mr. B. Matthews
(Vice-Chairman)
Mr. J. S. Duncan
Dr. J. S. D. Tory

The Principal of University
College

U.C. Alumni and Alumnae
Representatives

Hon. F. H. Barlow
Mr. R. O. Daly
Mr. Sydney Hermant
Mrs. A. G. Walwyn
Mrs. Brian S. McCool
The President of U.C. Alumni,
1954-55 (Mr. E. A. Goodman)

54-10-8
Appoint-
ment of
Commit-
tees
1954-55
(Cont'd)

6. ROYAL CONSERVATORY OF MUSIC OF TORONTO
 The Chairman of the Board Dr. Edward Johnson
 The President (Chairman)
 The Chancellor Mr. J. S. Duncan
 (Vice-Chairman)
 Mr. B. Matthews
 Dr. J. T. A. Sullivan

SPECIAL COMMITTEES

1. COMMITTEE ON HONORARY DEGREES

- | | |
|---------------------------|----------------------|
| The Chairman of the Board | Hon. Dr. H. A. Bruce |
| The President | Hon. J. A. Hope |
| The Chancellor | Mr. H. Borden |
| | Mr. A. Kelly |
| | Mr. B. Matthews |
| | Mr. W. A. Osbourne |

2. ADVISORY COMMITTEE ON SCIENTIFIC RESEARCH

- | | |
|---------------------------|-----------------------|
| The Chairman of the Board | <u>Board Members</u> |
| (Convener) | Mr. J. S. Duncan |
| The President | Mr. O. D. Vaughan |
| (Vice-Chairman of | Mr. R. A. Bryce |
| Committee) | Mr. G. A. LaBine |
| | Dr. J. T. A. Sullivan |

Faculty Members

Dean M. St. A. Woodside
 Professor W. H. Watson
 Professor H. J. C. Ireton
 (Secretary)
 Dean R. R. McLaughlin
 Professor J. G. Breckenridge
 Professor L. M. Pidgeon
 Dean A. R. Gordon
 Professor J. R. Dymond
 Professor G. H. Duff
 Dr. R. D. Defries
 Dean R. G. Ellis
 Professor C. S. Hanes
 Dean J. W. B. Sisam
 Dean J. A. MacFarlane
 Professor W. R. Franks
 Professor G. B. Langford

3. ADVISORY COMMITTEE ON PUBLICATIONS

- | | |
|----------------------------|------------------------------|
| The President (Chairman) | Principal F. C. A. Jeanneret |
| Dean A. R. Gordon | Professor T. A. Goudge |
| Professor D. G. Creighton | Principal H. Bennett |
| Professor E. H. Craigie | Professor A. S. P. Woodhouse |
| Professor H. S. M. Coxeter | Professor G. W. Brown |
| Dean R. R. McLaughlin | Dean C. A. Wright |
| Dean J. A. MacFarlane | Professor V. W. Bladen |
| Professor C. E. Phillips | Mr. Marsh Jeanneret |

4. INSULIN ADVISORY COMMITTEE

- | | |
|--------------------|-----------------------|
| Dr. C. H. Best | Dr. R. F. Farquharson |
| Dr. W. R. Campbell | Dr. A. M. Fisher |
| Dr. R. D. Defries | Mr. A. H. Lacey |

5. COMMITTEE APPOINTED UNDER AGREEMENT WITH T. EATON COMPANY
RE EATON CHAIR IN MEDICINE

- | | |
|----------------------------|----------------------|
| The Dean of the Faculty of | Mr. John David Eaton |
| Medicine (Chairman) | Mr. O. D. Vaughan |
| The Head of the Department | |
| of Medicine | |
| Dr. Duncan Graham | |

54-10-8
Appoint-
ment of
Commit-
tees
1954-55
(Cont'd)

6. BOARD OF SYNDICS OF HART HOUSE THEATRE

The President	Professor C. C. Love (Chairman)
The Comptroller of the University	Dr. C. T. Bissell
The Warden of Hart House	Brig. Eric Haldenby
The Comptroller of Hart House	Professor R. K. Hicks
	Mr. Edgar Stone
	Miss Agatha Leonard
	Mr. Lionel Massey
	Mrs. M. Woodside
	Mr. Duncan Green
	Mr. Victor Barnett
	Rev. J. B. Dorsey
	Professor R. D. C. Finch
	Professor N. J. Endicott
	Professor W. J. Ruddock

7. McCHARLES PRIZE COMMITTEE

Expert in Physics	-	Special Committee of Award
Expert in Electricity	-	Professor W. H. Watson
Expert in Mineralogy	-	Dr. W. P. Dobson
	-	Mr. R. A. Bryce

Dean R. R. McLaughlin
(Chairman)
Mr. N. F. Parkinson
Professor H. E. T. Haultain
Mr. W. E. Phillips
Mr. C. E. Higginbottom,
(Secretary)

8. COMMITTEE ON PLANNING

Professor E. R. Arthur (Chairman)	Mr. A. P. C. Adamson
Mr. A. S. Mathers	Mr. J. A. Murray
	Mr. R. J. K. Barker

9. BOARD OF DIRECTORS OF THE ROYAL ONTARIO MUSEUM

The Chairman of the Board	Mr. Robert Fennell (Chairman)
The President	Dr. Sigmund Samuel (Vice-Chairman)
The Chancellor	Mr. W. H. Clarke
	Mr. B. Matthews

Mr. J. E. Hahn
Dr. R. A. Laidlaw
Mrs. O. D. Vaughan
Professor M. B. Baker
(Queen's University)
Dean R. Allen
(University of Western
Ontario)

OTHER COMMITTEES

1. FINANCE COMMITTEE OF THE UNIVERSITY OF TORONTO ATHLETIC ASSOCIATION

Board of Governors'	
Nomination:	Mr. R. A. Bryce
The President of the Athletic Association (ex officio)	Professor E. A. Allcut
President's Nominations:	Dr. W. A. Dafoe
	Professor W. L. Sagar
Mr. Warren A. Stevens	-
	Director of Athletics and Physical Education - Men
Mr. J. P. Loosemore	-
	Financial Secretary, Athletic Association

THE HOUSE FINANCE COMMITTEE

Appointed by Board of Governors	- Mr. B. Matthews
Appointed by the President	- Professor K. B. Jackson
Appointed by the Stewards of Hart House	- Professor N. E. Sheppard (Chairman) Mr. A. E. J. Thompson Professor S. G. Hennessey

Others -
The Warden (Vice-Chairman)
Professor S. D. Clark
The Comptroller (Secretary)
The Assistant Comptroller

The Chancellor of the University

Mr. R. J. Marshall (Chairman)	Mr. M. W. Sparling
Dean R. R. McLaughlin	Dr. Otto Holden
Mr. G. A. LaBine (represent- ing the Board of Governors)	Mr. M. B. Hastings
	Mr. C. N. Danks

Professor C. F. Morrison	Mr. W. S. Wilson
Professor I. W. Smith	Mr. M. C. Stafford
Professor W. J. T. Wright	

Dr. Sidney Smith
Hon. J. A. Hope
Mr. B. Matthews

The Chairman of the Board
The President
Dr. J. S. D. Tory
Mr. O. D. Vaughan
Mr. C. F. W. Burns

Mr. W. E. Phillips
Dr. Sidney Smith
Dr. J. S. D. Tory
Hon. Dr. H. A. Bruce

Mr. W. E. Phillips
Dr. Sidney Smith
Dr. J. S. D. Tory
Hon. Dr. H. A. Bruce

The Chairman of the Board
The President
Dr. J. S. D. Tory
Hon. Dr. H. A. Bruce

Mr. W. E. Phillips
Dr. Sidney Smith

54-10-9
Report of
Survey on
Royal
Ontario
Museum

The Chairman made reference to the Glassco Report on the Survey of the Royal Ontario Museum, 1953-54, copies of which had been sent to the members, and stated that this report should be acknowledged and the thanks of the Board transmitted for the same. There was presented at the meeting a statement concerning the report. The Chairman informed the members that a further report in connection with the operation of the Museum would be presented to them in the very near future.

54-10-10
Authority
to Trinity
College to
run a sewer
over Uni-
versity
property

The Board confirmed the authority given to Trinity College during the summer to run a sewer from the new residence on the north wing of the College across University property to connect with the University creek sewer, subject to the following conditions:-

- (a) That construction of the sewer across University property be subject to the approval of the Superintendent of Buildings and Grounds of the University.
- (b) That the connection to the University creek sewer be made with the approval of the City of Toronto.

54-10-11
Appoint-
ment of
Architects

The Chairman referred to the policy of the Board in connection with the appointment of Architects, in view of the fact that Hart House had dealt with an Architect and Contractor prior to the Board's approval of the Arbor Room project, and the Chairman stated that the President would send a directive in this connection for future cases.

54-10-12
Charles H.
Best
Institute

The Board confirmed the authority given for the issuing of change-orders which will add extras to the George Hardy Co. Ltd. contract for the Charles H. Best Institute, in the amount of \$11,843.90. The Board was informed that there was a saving of \$15,000.00 with respect to cost of steel so that the project would be completed within the authorized appropriation.

54-10-13
Frontage
License -
20 College
Street

There was presented a letter from the University Solicitor regarding the assignment of the frontage license for 20 College Street to Mr. G. Francis Deck (Fran Restaurants Limited) as the former owner got into financial difficulties. This matter was referred to the Property Committee

54-10-13-
20 College
Street
(Cont'd)

for consideration together with plans of the proposed alterations to the building.

54-10-14
Balance of
Grant from
City of
Toronto
for 1954

There was reported the receipt of a cheque from the City of Toronto in the amount of \$390,000.00 as final payment of \$1,000,000.00 for 1954 in support of our building programme, towards which \$2,000,000.00 was promised, leaving a further \$1,000,000.00 to be paid in 1955.

54-10-15
Financial
Statements
of the
University
for year
ended June
30, 1954

The draft Financial Statements of the University for the year ended June 30th, 1954, were presented, and the Board approved of the following transactions which have been incorporated in the draft statements:-

1. Cancellation of charges made for tuition to the College of Optometry for 1953-54 Session amounting to - \$ 8,944
2. Payment of an additional grant as of June 30, 1954, to Royal Conservatory of Music to cover their net operating deficit for year ended June 30, 1954 in amount of \$20,014 less \$643 representing balance in their Surplus Account at that date - 19,371
3. Payment to Pension Trust Funds of the deficit in the self administered Academic Pension Trust as established by the quinquennial valuation as of June 30, 1954 - 44,770
4. Provision of additional funds for rehabilitation of 65 St. George Street to accommodate the Department of Extension - 40,000
5. Within the existing "Reserve for Major Repairs, Alterations and Equipment" to transfer \$35,000 which had been earmarked for Faculty of Applied Science plus \$15,000 which had been earmarked for Faculty of Medicine Alterations to Household Science to provide \$50,000 to take care of the second phase of rehabilitation and re-equipping of this department.
6. To make additional provision of funds totalling \$162,571 to carry on the D.C. conversion and central power distribution programme. On basis of revised estimates in light of work completed to date this programme will require a further allocation of \$53,429 when funds are available - 162,571
7. Whereas the Board had authorized in March 1954 the transfer of certain pooled Trust Funds held for building purposes from the Trust section of the Balance Sheet to the Capital section in the amount of \$4,079,154, we now request authorization for the transfer of certain specific building trusts to the Capital section and the specific investments of the R. W. Leonard Bequest, none of which formed part of the Trust Pool:

Defence Research Board Grant for Cobalt	-	21,296
Section of Charles H. Best Institute	-	494,279
Sigmund Samuel Library Fund	-	20,224
R. W. Leonard Bequest	-	

54-10-15
Draft
Financial
Statements
of the
University
(Cont'd)

After providing for the foregoing transactions the Board approved of the Statement of Income and Expenditures for the year ended June 30th, 1954:-

<u>Expenditures:</u>	\$ 9,751,790.	
Assisted Research	<u>1,301,599.</u>	\$11,053,389.
<u>Income:</u>	\$ 3,967,176.	
Assisted Research	<u>1,301,599.</u>	
	\$ 5,268,775.	
Government Grants:		
Federal -	\$1,038,539.	
Provincial -	<u>4,746,075.</u>	
	<u>5,784,614.</u>	\$11,053,389.
Surplus or (deficit)		<u>Ø</u>

54-10-16
Financial
Statements
of Ancil-
lary
Units for
year ended
June 30,
1954

Financial Statements for the year ended June 30th, 1954, of the following ancillary units were presented and tabled:-

- (a) Athletic Association (draft)
- (b) Hart House (draft)
- (c) Women's Athletic Association
- (d) Students' Administrative Council
- (e) Royal Conservatory of Music of Toronto.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board confirmed the President's action in approving of the following matters during the summer:-

54-10-17
Appoint-
ments

- (a) Appointments: For Session 1954-55 -
Faculty of Arts:

Anthropology:

R. C. Dailey) Class Assistants	\$400
W. A. Kenyon)	400
Mrs. V. Gaizauskas	- Secretary-Librarian in	
	Astronomy, July 1 to Sept.	
	30	\$166 a month

Botany:

Miss D. L. Davis) Secretaries, from July 1, \$1,968)	
Miss M. G. Moffat) 1954	2,460)
		a year)
Mrs. I.I.L. Bayly)	800
C. A. Best) Demonstrators, Oct. 1	300
Miss A. Innis) to May 31	300
R. J. Dingwall	- Horticulturist, from	
	July 1, 1954	\$3,960 a year
R. G. Duffy	- Assistant Horticulturist,	
	from July 1, 1954	\$2,760 " "
D. S. Hull	- Stockkeeper and Senior	
	Laboratory Attendant, from	
	July 1, 1954	\$2,388 a year
L. A. Garay	- Assistant Curator, from	
	July 1, 1954	\$2,496 " "
Mrs. L. Avotins	- Technical Assistant, from	
	Oct. 13, 1954	\$1,836 " "

54-10-17
Appoint-
ments
(Cont'd)

Botany (Cont'd):		
Mrs. S. Olver) Technical Assistants	\$1,836 a year
Mrs. I. Slankis) from July 1, 1954	2,244 " "
Miss C. B. Ross	- Assistant from July 1, 1954	3,084 " "
S. G. Smith	- Laboratory Attendant and Messenger, from July 1, 1954	2,004 " "
Chemistry:		
J. M. L. Beeckmans)	\$900
O. W. Berg) Demonstrators, Sept. 21 to May 21	900
H. G. Coburn)	900
V. K. Gilbert)	1,800
English:		
R. G. Bates	- Lecturer	3,100
J. F. Madden	- Special Lecturer	1,000
Teaching Fellows:		
Miss A. C. Bolgan	\$800 R. M. Dawson	800
M. E. LaFountaine	800 H. R. MacCallum	800
M. G. Parks	1,600 G. P. Schultz	800
Geography:		
J. G. Reid) Teaching Fellows	750
B. Shindman)	750
Geological Sciences:		
Mrs. S. M. Walker	- Secretary-Librarian, Sept. 1 to June 30	2,050
Class Assistants:		
A. B. Baldwin	\$400 I. S. E. Carmichael	400
O. E. Dearden	400 M. R. Dence	400
J. L. Talbot	400	
History:		
J. G. Rowe)	400
T. H. B. Symons) Instructors	400
Mrs. M. Watson)	400
G. A. Wilson	- Instructor and Reader	400
T. F. J. Kendrick	- Reader	600
Y. Gulsoy	- Teaching Fellow in Italian, Spanish and Portuguese	200
Mathematics:		
D. W. T. Bean	- Teaching Fellow	600
P. C. Gilmore	- Research Associate without salary	
Miss L. Berman	- Secretary, Sept. 1 to June 15	1,152.50
Physics:		
J. C. Strijland	- Professor, July 1 to June 30	7,500
N. R. F. Steenberg	- Assistant Professor, from Sept. 1, 1954	\$5,200 a year
Lecturers:		
P. N. S. O'Brien	- July 1 to June 30	4,400
R. D. Russell	- 1954-55	3,100
J. Shapiro	- Sept. 15 to June 15	3,300
Demonstrators:		
F. E. J. Cariou	\$850 G. Duwalo	850
E. O. Gadamer	850 Mrs. M. M. Shepherd	850
A. J. Surkan	850	
Class Assistants:		
D. W. Allan	250 C. B. Benson	250
J. R. Cunningham	250 D. R. Firth	250
J. E. Hogg	250 R. E. MacDonald	250
J. Marcoux	250 N. R. Paterson	250
H. A. Shillibeer	250	
Miss E. B. Duggan	- Clerical Assistant, from Oct. 1, 1954	\$1,968 a year

54-10-17
Appoint-
ments
(Cont'd)

Political Economy:

Assistants, Oct. 1 to Mar. 31 -

O. A. Chistoff	\$500	D. R. Gordon	\$250
O. Z. Maruna	500	I. Montagnes	250
M. H. Watkins	250	J. W. L. Winder	500

Psychology:

J. N. Agnew	- Special Lecturer	1,000
Miss M. Laurence)	600
J. C. Ogilvie) Teaching Fellows	800
R. W. Ross)	500

Class Assistants:

R. G. Berry	\$400	H. Brooker	250
E. H. Campbell	250	D. M. Graham	250
D. Gibson	250	Miss M. Halliday	250
W. J. McClelland	250	J. Paul	250
E. P. Peacock	250		

Mental Health Training Project:

D. C. Williams	- 12 mos.	\$7,600.00
E. W. Bovard	- 3 mos.	1,562.49
Miss Keschner	- 2 mos.	600.00
Miss Gratton	- 4 mos.	422.20
Miss Darling	- 12 mos.	2,350.00

Additional for Personal Services:

Lecturers:

Miss D. Keschner	- 6 mos.	1,800.00
N. Fletcher	- 6 mos.	1,300.00
Miss E. Stapleford	- 6 mos.	600.00
Miss D. D. Hearn	- 4 mos.	422.20
Miss G. M. Hearle	- 3 mos.	316.65

Slavic Studies:-

I. G. Imrie)	300
W. Rewutakyj) Teaching Fellows	500

Zoology:

J. B. Falls)	3,800
C. D. Fowle) Lecturers	800
Miss A. MacGregor)	800
J. H. Morrison) Special Lecturers	3,000

Instructors - Sept. 22 to May 22 -

R. C. Griffiths	\$1,150	Mrs. M. Hatton	1,100
W. L. Klawe	1,200	J. G. Simpson	1,150

Demonstrators - Sept. 22 to May 22

J. M. Anderson	\$1,000	R. G. Christie	700
S. Dales	900	E. T. Garside	600
J. L. Price	700	J. S. Tait	700

Technical Assistants:

Miss M. Hearst) Oct. 1 to June	\$1,422 a year
Miss B. Hillsdon) 30	450
Miss K. M. Millar	- Sept. 1 to June 30	2,016 a year

Assistants - Sept. 22 to May 22 -

G. F. Bennett	\$200	I. M. Campbell	500
R. L. Hepburn	600	R. W. McCauley	600
A. McCombie	450	D. B. McMillan	600
Miss G. Ruckerbauer	500	D. A. Smith	500
J. B. Sprague	600	C. C. Steward	600
Miss E. R. Turnbull	500	N. H. F. Watson	400

Miss I. McGibbon - Acting Librarian, Aug. 1 to June 30 \$250 a month

Assistants - Oct. 1 to Dec. 13 -

R. K. Benns	\$150	Mrs. E. A. Falls	\$150
G. G. Gibson	150	Miss B. Hillsdon	150
E. T. V. Pengelley	150	T. K. Pitt	150
N. Bourne	125	Mrs. L. C. Elliott	125
W. J. R. Christie	100	J. C. Duffield	100
E. Slastenenko	100	Miss E. J. Spratt	75

54-10-17
Appoint-
ments
(Cont'd)

Faculty of Medicine:

Anatomy:

- | | | |
|------------------|---|----------------|
| J. V. Basmajian | - Associate Professor, from July 1, 1954 | \$6,100 a year |
| A. F. Howatson | - Assistant Professor, from July 1, 1954 | \$6,000 " " |
| Miss M. Benninga | - Clerical Assistant and Librarian, Sept. 13 to June 30 | \$2,076 " " |
| M. M. Erenst |) Demonstrators, Sept. 16 to May 15 | \$1,800 500 |

Banting and Best Department of Medical Research:

Research Associates:

- | | | |
|--------------------|--|----------------|
| W. G. B. Casselman | - July 1 to June 30 | without salary |
| Mrs. R. Rappaport | - Oct. 15 to June 30 | \$200 a month |
| Mrs. A. D. Ross | - Research Assistant, July 1 to Mar. 31 | \$2,940 a year |
| H. Douglas |) Chief Animal Room Attendant, July 1 to June 30 | \$2,700 3,000 |
| H. MacDonald |) Animal Room Attendant, July 1 to June 30 | 2,004 |
| Mrs. F. Dyrkacz |) Senior Mechanicians, July 1 to June 30 | 3,312 3,312 |
| K. Freund | - Senior Storekeeper, July 1 to June 30 | 2,592 |
| F. W. Nobes | - Technician, July 1 to June 30 | 1,850 |
| J. P. Paradis | - Fellow, Oct. 1 to Dec. 31 | 350 |
| Miss Y. Hanus | - Fellow, Oct. 1 to May 31 | 1,100 |
| Biochemistry: | - Laboratory Assistant, from July 1, 1954 | \$2,088 a year |

Hygiene & Preventive Medicine:

- | | | |
|-------------------|--|---------------------------|
| M. H. Brown | - Acting Head of Department from Aug. 16, 1954 | without additional salary |
| Miss E. Clarkson | - Lecturer | \$2,500 |
| R. J. P. Belcourt |) Fellows, Sept. 1 to June 30 | 1,200 1,100 |
| M. Goldner |) Clinical Associates, July 1 to June 30 | 800 800 |

Medicine:

- | | | |
|------------------|--|----------------|
| Miss E. Clarkson | - Social Worker | without salary |
| E. A. McCulloch | - Fellow | do. |
| Miss M. Stiefel | - Research Technician, Oct. 1 to Mar. 31 | \$2,700 a year |
| H. P. Wedeles | - Technician | \$2,328 |

Obstetrics and Gynaecology:

- | | | |
|------------------|--|----------------|
| W. G. Cosbie | - Graduate Lecturer | without salary |
| V. J. Sorbara | - Resident Fellow | \$1,800 |
| Mrs. L. Schubert | - Technician in Ophthalmology, from Sept. 1, 1954 | \$942 a year |
| Mrs. L. Schubert | - Technician in Otolaryngology, from Sept. 1, 1954 | \$942 " " |

Paediatrics:

- | | | |
|---------------|-------------------|-------------|
| D. A. Hillman | - Resident Fellow | \$600 |
| R. J. Imrie |) Fellows | 1,500 3,000 |

Pathology:

- | | | |
|----------------|---|----------------|
| O. T. George |) Senior Technicians | \$2,736 a year |
| Miss E. Lowrey |) from July 1, 1954 | 2,352 " " |
| Miss E. Stagg | - Technical Assistant from July 1, 1954 | 1,824 " " |

54-10-17
Appoint-
ments
(Cont'd)

Pharmacology:

Demonstrators - Jan. 1 to June 30 -

R. Aston	\$300	R. O. Davies	\$300
H. A. Lindsay	300	M. R. Maharajh	300
J. Methven	300	H. Salem	300
C. Reynolds	- Fellow, Jan. 1 to June 30		450

Physical and Occupational Therapy:

Miss H. P. LeVesconte) Senior Lecturers,	4,450
Miss L. Pollard) July 1 to June 30	4,450
Miss R. O. F. Bradshaw) Fellows, Oct. 1 to	1,500
Miss W. J. Hudson) May 31	600
Miss M. J. Gordon	- Instructor, Aug. 1 to June 30	\$3,000 a year

Physiology:

Research Associates:

B. Hassig	- Oct. 1 to Apr. 15	\$225 a month
E. J. Martin	- Sept. 1 to June 30	\$2,400 a year
C. W. G. Burke	- Research Assistant, Oct. 1 to June 30	\$1,500 " "

Psychiatry:

Miss J. M. Maguire	- Fellow, Oct. 1 to June 30	\$1,000
Mrs. M. Salna	- Fellow, July 1, 1954 to Aug. 31, 1954	\$250 a month
G. N. Ranking	- Clinical Teacher in Surgery	\$150
W. G. Cosbie	- Special Lecturer in Medical Ethics and Economics	100
Miss F. Morris	- Clerical Assistant in the Office of the Dean, from July 1, 1954	\$2,112 a year

Mental Health Project:

Psychiatry:

Dr. Laura I.M. Coleman	- Research Assistant, Oct. 1 to Mar. 31	\$4,200 " "
Dr. Marta Salna	- Research Technician, Sept. 1 to Mar. 31	\$3,000 " "
W. T. Lawson	- Social Group Worker, Sept. 1 to Mar. 31	\$3,600 " "

Banting and Best Medical Research:

Mrs. A. D. Ross	- Research Assistant, July 1 to Mar. 31	\$2,940 " "
-----------------	---	-------------

Faculty of Applied Science and Engineering:

Aeronautical Engineering:

I. I. Glass	- Assistant Professor, from Oct. 1, 1954	without salary
J. G. Hall	- Lecturer, Oct. 1 to Apr. 30	" "
R. T. Keefe) Instructors, Oct. 1 to Apr. 30	\$1,000
G. K. Korbacher) Apr. 30	1,300
J. G. Hall	- Research Associate in the Institute of Aerophysics	4,800

Applied Physics:

J. Chisvin	- Instructor, Sept. 15 to Apr. 30	\$200 a month
J. G. Somerville) Demonstrators, Oct. 1 to Apr. 30	100 " "
R. J. Urlocker) to Apr. 30	100 " "

Chemical Engineering:

J. Walker	- Lecturer, Sept. 10 to June 30	\$350 a month
-----------	---------------------------------	---------------

Special Lecturers:

A. W. Gnyp	- Oct. 1 to Mar. 31	\$300
C. J. Huang	- Oct. 1 to Apr. 30	\$1,125
K. A. Shelstad	- Sept. 1 to Apr. 30	2,080
F. H. Goodwin	- Lecture Assistant and Technician, from July 1, 1954	\$3,166 a year

54-10-17
Appoint-
ments
(Cont'd)

Chemical Engineering (Cont'd):

E. M. Rudzki - Instructor, Sept. 13 to Apr. 13 \$2,100
Miss M. R. Tytler - Stenographer and Assistant Librarian, from Sept. 7, 1954 \$1,968 a year
F. Kudreikis - Machinist, from July 1, 1954 3,312 " "

Demonstrators:

J. A. B. Athey) \$980
M. R. B. MooYoung) 420
L. A. Pogorski) Oct. 1 to Apr. 30 1,120
F. D. F. Talbot) 980
R. C. D. Wylie) 980
D. Basmajian) 300
N. S. Macrakis) Oct. 1 to Mar. 31 300
Mrs. D. M. Stankiewicz) 1,680
G. Caruana) 1,078
S. R. Hatcher) Sept. 10 to Apr. 30 1,078
J. Downie) \$140 a month
M. Worsley) Sept. 21 to Apr. 30 \$1,026.67
A. B. Freeman) 1,120
R. C. Garvie) 1,120
R. K. Martin) Sept. 1 to Apr. 30 1,120
E. C. Mercier) 1,120
B. B. Mithel) 420
N. S. Nikolov) Oct. 1 to Dec. 31 420
A. Tombalakian) 840
Mrs. A. G. W. Lamont - Oct. 16 to Apr. 15 504
F. A. Lenzi - Sept. 27 to Apr. 30 998.67

Civil Engineering:

J. D. Barber - Lecturer, Sept. 20 to Apr. 20 3,500

Instructors:

A. H. S. Adams - Sept. 15 to Apr. 15 2,900
A. G. Davenport - Sept. 20 to Dec. 19 900
M. B. Wong - Sept. 20 to Apr. 20 2,275

Demonstrators:

V. R. Davies - Sept. 20 to Apr. 20 1,100
C. C. Husband) Oct. 4 to Apr. 15 250
K. G. Knight) 250

Electrical Engineering:

C. E. Doeringer - Special Lecturer, 765

Instructors:

W. Janischewskyj) Sept. 20 to Apr. 20 1,800
L. J. P. Tillson) \$365 a month
E. E. Newhall - Sept. 20 to Dec. 31 300

Demonstrators - Sept. 20 to Apr. 20 -

S. L. Anema \$2,400 J. P. Bickford \$2,400
R. Mittra 250 S. Rus 1,400
J. E. Taylor 2,400

Research Assistants:

R. M. Chisholm) 1,000
R. Mittra) Oct. 1 to Apr. 30 1,000
E. E. Newhall) 1,000
W. Janischewskyj - Sept. 20 to Apr. 20 900
D. J. Leonard - Oct. 1 to Jan. 15 650
D. J. Leonard - Reader, Sept. 20 to Dec. 31 200
H. Mack - Electrician, from Aug. 1, 1954 \$3,135 a year

Mrs. M. L. Black) Laboratory Attendants, \$1,025

Mrs. J. Reoch) Sept. 20 to Apr. 20 1,025

R. Stuetz - Shop Assistant, from Aug. 1, 1954 \$2,712 a year

Miss G. McLaren - Secretary and Librarian, from July 1, 1954 \$2,388 " "

54-10-17
Appoint-
ments
(Cont'd)

Engineering Drawing:

H. R. Frizzle	- Lecturer	\$4,000
A. D. Fiskén	- Special Lecturer, Sept. 21 to Apr. 30	3,660
Instructors:		
K. Enns) Sept. 21 to Apr. 21	1,000
J. T. Jenkins)	1,800
C. A. Milburn)	1,700
B. A. Warren)	750
K. J. Dean	- Sept. 15 to Apr. 15	2,100
N. Hawrysch)	2,100
R. P. Migus) Sept. 20 to Apr. 20	1,000
J. Sheinin)	1,000
D. Jones)	2,200
J. Schwaighofer) Sept. 18 to Apr. 18	2,100
L. Levine)	900
P. S. McLean) Oct. 1 to Mar. 31	1,000
A. M. Sheppard)	2,900
W. A. Skirrow) Sept. 15 to May 15	2,900
T. L. F. Rowe	- Special Instructor, Jan. 1 to Apr. 30	1,200
Miss L. M. Phillips	- Reader, Oct. 7 to Mar. 31	500
Miss E. M. Miller	- Drafting Room Assistant, Sept. 15 to Apr. 30	750

Mechanical Engineering:

M. Vogel	- Lecturer, Sept. 15 to Apr. 14	3,100
T. L. Faul	- Instructor, Oct. 15 to Apr. 14	2,200
A. R. Le Feuvre)	2,100
F. D. Shaw) Demonstrators, Sept. 15 to Apr. 14	2,100
M. P. Stallybrass)	2,100

Metallurgical Engineering:

C. J. B. Fincham	- Lecturer	4,600
C. Elbaum)	375
J. W. Rutter) Special Lecturers, Sept. 22 to Apr. 7	375
W. A. Tiller)	300
S. G. Harris)	600
R. J. Primeau) Demonstrators, Sept. 22 to Apr. 7	600
A. Rosenberg)	600
S. S. Sheinin)	600

Mining Engineering:

G. A. Friffiths) Instructors, Sept. 20 to Apr. 20	2,450
W. Van H. Smith)	2,450
W. W. Moffat	- Instructor, Oct. 6 to Dec. 31	175
J. Thomson	- Mechanician, from July 1, 1954	\$250 a month

Faculty of Household Science:

Food Chemistry:

Mrs. H. Godwin	- Technical Assistant, Sept. 1 to June 30	\$500
G. W. Fuller)	325
Miss T. Lin) Assistants	650
J. W. O'Donnell)	325
Miss M. Harper	- Laboratory Technician, Sept. 1 to June 30	\$2,000

Household Science:

Lecturers:

Miss H. R. Coatsworth	\$4,500	Miss R. McIntosh	3,500
Miss M. R. McKellar	4,400	Miss T. G. Winakor	3,800
Miss A. Matthews)	Research Fellows	1,200
Miss D. Pesant)		1,300
Miss M. E. Paston	- Secretary, from Oct. 1, 1954		\$2,340 a year

54-10-17
Appoint-
ments
(Cont'd)

Faculty of Forestry:

J. A. C. Grant - Instructor, Oct. 1 to Apr. 30 \$1,000
Ontario College of Education:
W. G. Fleming - Lecturer in Educational Re-

Miss I. G. Gregg

search, from Jan. 1, 1955 \$4,800 a year
- Clerical Assistant in Vocational Training and Industrial Arts, from July 1, 1954 2,550 a year

Royal Conservatory of Music:

H. J. Olnick

- Associate Professor, July 1 to June 30 \$6,400

H. Temianka

- Teacher of Violin and Chamber Music, from Sept. 1, 1954 \$6,000 a year

Faculty of Dentistry:

R. S. Locke

- Mendel Nevin Fellow in Dental Anaesthesia \$3,000

C. D. Beierl

) Demonstrators, Clinical Pedo- 720
) dontics, Oct. 1 to May 31 720

K. W. Davey

Dental Hygiene:

Miss B. E. Quinn

- Demonstrator, Sept. 1 to June 30 \$150 a month

Miss C. J. Lukes

- Secretarial Assistant, from Sept. 16, 1954 \$2,500 a year

Dental Radiology:

G. L. Hancock

) Demonstrators \$720
) 720

W. W. Pressey

) Assistants, Sept. 15 \$40 a month
) to May 15 60 " "

L. Mendels

H. W. Sorenson

Miss H. Stewart

- Dental Nurse, Sept. 1 to June 30 \$1,525

Faculty Clinic:

Dental Nurses:

Miss R. A. E. Bone

- Sept. 1 to June 30 1,525

Mrs. B. J. Richardson

- Sept. 20 to June 15 \$152 a month

Prosthodontics:

Miss S. Batchelor

- Secretarial Stenographer in Prosthodontics & Operative Dentistry, Sept. 1 to June 30 \$1,968 a year

P. A. Scott

- Demonstrator, Oct. 1 to May 31 \$540

H. F. Evoy

- Technician \$2,760

T. B. K. VanderMark

- Demonstrator in Graduate Courses 900

Secretary's Office:

Mrs. B. Aston

- Clerk, Oct. 5 to June 30 \$1,968 a year

Miss P. A. Hodder

- Secretarial-Stenographer, Sept. 27 to June 30 \$164 a month

Library:

Miss P. M. Smith

- Assistant Librarian, from Sept. 1, 1954 \$2,800 a year

Miss K. I. Ardagh

- Assistant, Oct. 4 to June 30 2,600 " "

Faculty of Pharmacy:

I. G. Walker

- Special Lecturer in Pharmaceutical Chemistry, Sept. 13 to May 13 \$1,500

School of Law:

D. T. C. Pollock

- Assistant Professor, from July 1, 1954 \$5,500 a year

F. C. Auld

- Special Lecturer \$2,000

Mrs. B. Fuller

- Librarian, from July 1, 1954 \$2,000 a year

54-10-17
Appoint-
ments
(Cont'd)

School of Law (Cont'd):

Student Librarians:

E. B. Appleby

\$250

A. A. Binnington

\$250

J. T. Burnett

250

F. W. Callaghan

250

School of Architecture:

Miss L. I. McTavish

- Secretarial-Stenographer,
July 12 to June 30 \$1,968 a year

School of Social Work:

Miss S. Rhinewine

- Assistant Professor, from
July 1, 1954 \$5,000 a year

J. D. M. Griffin

) Special Lecturers \$200

W. B. Spaulding

) 300

Mrs. L. Black

- Secretary to the Director
from Oct. 1, 1954 \$2,352 a year

Mrs. F. C. Strakhovsky

- Secretary, H. M. Cassidy Memorial
Research Fund \$2,400

Mental Health Grant:

W. A. F. Bourke

- Field Supervisor, Sept. 15
to Mar. 31 \$311.25 a month

School of Nursing:

Miss J. MacPhail

- Lecturer, Sept. 1 to
June 30 \$3,200 a year

Mrs. M. J. Jacquemin

- Secretarial Assistant, Sept. 7
to June 30 \$1,980 a year

Lecturers:

K. S. Bernhardt

- Psychology \$120

Dr. E. Chant-Robertson

- Nutrition 225

J. D. Atcheson

- Mental Hygiene 150

D. VanWyck

- Obstetrics & Gynaecology 160

Dr. Jessie Gray

- Medicine & Surgery 250

School of Hygiene:

Miss P. Donovan

- Secretary in Epidemiology and
Biometrics, Sept. 20 to
June 30 \$164 a month

W. D. Piercey

- Assistant Professor in Hospital
Administration, from Oct.
1, 1954 \$1,500 a year

J. C. Pearson

- Research Fellow in Parasitology,
\$100 a month

F. M. R. Bulmer

) Special Lecturers in \$100

R. B. Sutherland

) Physiological Hygiene 100

J. E. F. Hastings

- J. G. FitzGerald Memorial Fellow
in Public Health Administra-
tion \$1,500

Public Health Nutrition:

Miss A. M. Haufschild

- Technician, Oct. 1 to Mar.
31 \$172 a month

Mrs. J. L. Forbes

- Research Assistant, Sept.
1 to Mar. 31 \$180 " "

R. J. P. Belcourt

- Sir Albert Gooderham Fellow \$1,200

Mental Health Grant:

Mrs. J. L. Forbes

- Research Assistant, Sept. 1
to Mar. 31 \$180 a month

Institute of Child Study:

Mrs. L. Duthie

- Psychologist, Sept. 1 to Mar.
31 \$1,000 a year

D. Simonoff

- Clinical Psychologist,
Sept. 1 to Mar. 31 3,000 " "

Instructors - Sept. 1 to Mar. 31 -

Mrs. G. Daly

\$1,000 a year

Miss I. Fast \$3,000 a year

Mrs. M. Fisher

2,300 " "

Miss C. Schmidt 2,800 " "

Mrs. M. Warburton

3,000 " "

Miss D. Williams 2,000 "

D. A. Bain

- Instructor, July 1 to Mar.
31 \$1,000 a year

54-10-17
Appoint-
ments
(Cont'd)

Institute of Child Study (Cont'd):

Mrs. J. Ferrie	- Assistant, Sept. 1 to Mar. 31	\$1,000 a year
Mrs. C. D. Grant	- Secretary, Sept. 1 to Mar. 31	800 " "
Mrs. M. Wilson	- Secretary, July 1 to Mar. 31	800 " "

Institute of Business Administration:

Special Lecturers:

S. G. Chubb)	without salary
D. W. Kelly) Oct. 1 to May 31	\$750
H. J. Waisglass) 31	900

Assistants:

A. P. Bell)	250
S. J. Hurka) Oct. 1 to Mar. 31	500
G. A. Wright)	500

Library Assistants:

N. Bulmanis)	300
K. R. Cattell)	300

University Library:

Assistants:

Miss E. Bradley	- Sept. 1 to June 30,	\$2,800 a year
Miss P. George	- Sept. 18 to June 30,	\$1,872 "
Mrs. S. Smith	- Sept. 13 to June 30,	\$2,700 "
Mrs. T. E. Tammist	- Oct. 1 to June 30,	\$2,700 "

Computation Centre:

B. Davison	- Mathematician, from Sept. 1, 1954	\$7,000 a year
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Department of Athletics & Physical Education - Men:

H. A. LeGard	- Locker Room Attendant, Sept. 7 to June 30	\$2,760 a year
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Department of Athletics & Physical Education - Women:

J. Alpar	- Instructor, Oct. 1 to Mar. 31	\$500
Mrs. O. Moore	- Secretary, Sept. 1 to Apr. 30	800

Health Service:

Mrs. M. Jeffries	- Nurse, Sept. 15 to May 15	1,440
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Office of the Registrar:

Secretarial-Stenographers:

Miss G. J. Henderson	- from Oct. 1, 1954	\$2,184 a year
Miss B. C. Pitfield	- from July 1, 1954	2,184 " "
Mrs. M. Monkhouse	- Secretary, from July 1, 1954	2,600 " "
Miss B. M. H. Watling	- Clerk, from July 1, 1954	1,968 " "

University College:

T. M. Daly	- Stenographer in Office of the Registrar	\$1,968
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Men's Residence:

J. C. Cairns	- Senior Don, Sept. 1 to June 30	without salary
G. Seddon	- Don, Sept. 1 to June 30	" "

54-10-18
Resigna-
tions

(b) Resignations:

Faculty of Arts:

Mrs. S. Olver	- Technical Assistant in Botany (salary \$1,836)	Oct. 12, 1954
Miss D. Perryman	- Clerical Assistant in Physics (salary \$1,968)	Sept. 30, 1954

54-10-18
Resigna-
tions
(Cont'd)

(b) Resignations (Cont'd):

Faculty of Medicine:

- Miss K. Yarrow - Secretary in Art as Applied to
Medicine (salary \$2,268) Oct. 31, 1954
- Mrs. J. Sampson - Laboratory Assistant in Biochem-
istry (salary \$1,900) Apr. 30, 1954
- Mrs. G. Walter - Technician in Ophthalmology and
Otolaryngology (salary \$1,884) Aug. 31, 1954
- W.S. Hartroft - Associate in Pathology (salary
\$500) Aug. 31, 1954
- Miss N. Rendell - Instructor in Physical and
Occupational Therapy (salary
\$2,800) July 31, 1954
- Physiology:
P. D. Grout - Fellow (without salary) July 1, 1954
- Miss M.T.Nishikawara - Lecturer (salary \$3,100) Sept. 30, 1954

Faculty of Applied Science and Engineering:

- Miss H. E. Litterick - Stenographer and Assistant
Librarian in Chemical Engineer-
ing (salary \$2,184) Sept. 15, 1954

Faculty of Dentistry:

- Miss E. M. Bradley - Assistant Librarian (salary
\$2,784) Aug. 31, 1954
- Miss M. Hill - Clerk in Secretary's Office
(salary \$2,190) Oct. 8, 1954
- Mrs. L. D. Neilson - Secretarial Assistant (salary
\$2,500) Sept. 15, 1954
- Mrs. M. Bliss - Secretarial Assistant (salary
\$1,980) Aug. 31, 1954

School of Hygiene:

- Miss D. Muller - Secretary in Epidemiology and
Biometrics (salary \$2,220) Aug. 31, 1954
- A. L. Swanson - Assistant Professor in Hospital
Administration (salary \$1,500) Sept. 30, 1954
- Miss J. Beare - Senior Research Fellow in Public
Health Nutrition (salary \$3,000) Aug. 31, 1954

Institute of Child Study:

- Mrs. H. Darling - Assistant (salary \$1,000) Aug. 31, 1954
- Instructors:
Miss J. Hodge - (salary \$2,300) Aug. 31, 1954
Mrs. D. R. Moncur - (salary \$2,800) Aug. 31, 1954
Mrs. M. Wilson - Secretary (salary \$800) Aug. 31, 1954

Department of Extension:

- D. M. Kemp - Supervisor of Correspondence
Courses Division (salary \$3,120) Oct. 31, 1954

University Library:

- Miss J. Grant - Assistant (salary \$1,872) Sept. 17, 1954

Office of the Registrar:

- Mrs. G. M. Fyffe - Secretarial Stenographer
(salary \$2,184) Sept. 30, 1954

54-10-19
Cancellation of
Appointment

(c) Cancellation of Appointment:

University College:

R. D. C. Finch - Senior Don, Men's Residence
(without salary) Sept. 1 to June 30

54-10-20
Leaves of
Absence

(d) Leaves of Absence:

Faculty of Arts:

R. Flenley - Professor and Chairman of the Department of History, Jan. 1 to June 30, 1955 (with salary)
J. Cano - Professor of Italian, Spanish and Portuguese, Jan. 1 to June 30, 1955 (with salary)
C. Barnes - Professor of Physics, July 1, 1954 to June 30, 1955 (without salary)
J. M. Speirs - Librarian and Bibliographer in Zoology, July 1, 1954 to June 30, 1955 (with salary)

Faculty of Medicine:

Miss M. Clark - Technician in Obstetrics and Gynaecology, Aug. 1 to Nov. 30, 1954 (without salary)
D. Y. Solandt - Professor and Head of the Department of Physiological Hygiene and Professor of Physiology, July 1 to Dec. 31, 1954 (with salary)

Faculty of Applied Science and Engineering:

D. G. Huber - Assistant Professor in Mechanical Engineering, July 1, 1954 to June 30, 1955 (with salary)

Ontario College of Education:

Miss H. E. Dickin - Lecturer, Oct. 1, 1954 to June 30, 1955 (without salary)
Miss F. Craig - Clerical Assistant in the Library School, Sept. 8 to Oct. 19, 1954 (without salary)

54-10-21
Cancellation of
Leave

(e) Cancellation of Leave of Absence:

Faculty of Medicine:

F. R. Wilkinson - Associate in Surgery, July 1, 1954 to June 30, 1955 (without salary)

54-10-22
University
Extension
Courses

(f) University Extension Courses:

Business and Industry:

E. M. Barnett	-		
	Travel expenses	\$100 25	\$125 50
V. W. Bladen	-		
S. G. Hennessey	-	\$600	
	Miscell. expenses	125.99	725.99
W. Line	-		25
O. Warren Main	-		25
G. M. Morrison	-		25
M. G. Taylor	-		25
J. C. Sawatsky	-		50

Pass and General Courses for Teachers - Summer Session:

E. S. Carpenter	- Anthropology 1a	500
R. R. Moyer	- Art & Archaeology 2a	500
W. A. E. McBryde	- Chemistry 105, 154	500
V. K. Gilbert	- Chemistry (Demonstrator	300
W. Banton	- Chemistry (Stock Room Attendant)	30
R. Fortescue	- Chemistry (Stock Room Attendant)	30
V. W. Bladen	- Economics 1a	500

54-10-22
University
Extension
Courses
(Cont'd)

(f) University Extension Courses (Cont'd):

Pass and General Courses for Teachers - Summer Session:

W. G. Phillips	- Economics 3a	\$500
H. S. Wilson	- English 1a, 1b	500
Miss F. F. Roy	- English 2a, 2b	500
A. L. Phelps	- English 3a, 3b (statement of travelling expenses to be sent later)	500
H. V. Weekes	- English 1a, 2a, 3a reader	180
Miss M.D. MacDonald	- French 1a	120
C. L. Parsons	- French 3a	500
J. Spelt	- Geography 1a (lecturing and laboratory work)	500
J. H. Richards	- Geography 1a (laboratory instructor)	850
H. Smith	- Geography 1a (laboratory assistant)	350
Miss L. Hofrichter	- German 1a	135
H. Boeschstein	- German 2a	250
M. R. Powicke	- History 2a	250
J. B. Conacher	- History 2a	250
Sister M. St. John	- Latin 1a	250
	- Latin 3a	250
Sister M. Blandina	- Latin 1a	250
	- Latin 3a	250
A. J. Coleman	- Mathematics 1a, 1b	500
F. E. Sparshott	- Philosophy 1c	500
L. E. Lynch	- Philosophy (M) 3e	500
M. P. O'Connell	- Political Science 1a	500
A. H. Shephard	- Psychology 1a	500
K. S. Bernhardt	- Psychology 2a	500
E. W. Bovard	- Psychology 3a	500
M. Grapko	- Psychology 1a, 2a, 3a	150
Miss J. R. Burnet	- Sociology 3a	500
E. Goggio	- Spanish 1a	500
D. Marin	- Spanish 2a	500
K. L. Levy	- Spanish 3a	500
<u>Summer Courses in Education and Pedagogy:</u>		
J. S. Carlisle	\$600	H. M. Fowler 500
T. O. W. Fowler	500	W. B. Gray 600
Miss M. K. Harvie	500	A. C. Lewis 600
W. Line	500	J. A. Long 500
J. R. McCarthy	500	W. B. MacMurray 500
F. W. Minkler	500	R. D. Phillips 500
C. C. Pitt	500	E. B. Rideout 500
A. F. Skinner	- \$1,200 (included return fare & expenses to Dundee, Scotland)	
R. L. McDougall	- Library Science	600
Miss F. B. Murray	- " "	600
Miss B. A. Barrigar	- \$349.80 (expenses <u>only</u> @ \$9.00 per day for 36 days, plus return railway expenses to Ottawa)	

54-10-23
Appropriations

(g) Additional appropriations and deductions in appropriations:

For 1953-54:

Portrait of Rt. Hon. Vincent Massey:

Additional appropriations: \$1,500 for fee of Lillas Torrance Newton, the artist; and \$174.00, cost of framing the portrait.

University Library:

An additional appropriation of \$257.14 for "Stackmen and Messenger".

54-10-23
Appropriations
(Cont'd)

(g) Additional appropriations and deductions in appropriations (Cont'd):

For 1953-54:

President's Report

An additional appropriation of \$216.13.

Publications and Societies

An additional appropriation of \$304.37 for "Receptions to Societies and University Visitors".

Office of the Registrar

An additional appropriation of \$250 for "Office Supplies"

An additional appropriation of \$250 for "Examination Supplies"

An additional appropriation of \$650 for "Office Supplies"; and a deduction of \$650 from "Calendar Printing".

For 1954-55:

East Asiatic Studies:

An additional appropriation of \$500 for "Rooms at No. 5 Willcocks Street"; and a deduction of \$500 from "Academic Alterations".

Miscellaneous:

An additional appropriation of \$4,000 for "Apparatus", Chemical Engineering"; and a deduction of \$4,000 from "Income, Wallberg Fund".

An additional appropriation of \$1,400 for "Salaries", Mechanical Engineering"; and a deduction of \$1,400 from "Income, Wallberg Fund".

Civil Engineering:

An additional appropriation of \$1,942.31 for "Salaries for Teaching Staff in Survey Camps at Gull Lake and Dorset".

University of Toronto Schools

An additional appropriation of \$700 for "T. M. Porter Bequest, Current Account"; and a deduction of \$700 from "T. M. Porter Bequest, Capital".

Royal Conservatory of Music of Toronto

An additional appropriation of \$1,500 for "Salaries".

School of Social Work

An additional appropriation of \$5,000 for "Salaries".

An additional appropriation of \$350 for "Ontario Department of Public Welfare Grant - Salaries"; and a deduction of \$350 from "Field Trips".

University Library

An additional appropriation of \$500 for "Supplies"; and a deduction of \$500 from "Fines".

Publications and Societies

An additional appropriation of \$1,500 for "Receptions to Societies and University Visitors".

Office of the Registrar

An additional appropriation of \$1,000 for "Addressograph Plate Charges for current graduating class".

University of Toronto Men's Residences

An additional appropriation of \$250 for "Salary of the Dean"

Household Science

An additional appropriation of \$3,100 for "Institutional Management Course in Hart House"; and a deduction of \$3,100 from "Salaries".

Students' Administrative Council

An additional appropriation of \$400 for "University Orchestra and Chorus Training - S.A.C."

54-10-24
Statutes
of Senate

(h) Statutes of Senate:

- Nos. 2241 - Courses of Study in the Faculty of Pharmacy
- 2253 - Courses of Study in the School of Graduate Studies
- 2254 - Courses of Study in the Faculty of Dentistry
- 2255 - Courses of Study in the Faculty of Medicine
- 2256 - Courses of Study in the School of Architecture
- 2257 - Courses of Study in the Institute of Child Study

54-10-24
Statutes
of Senate
(Cont'd)

(h) Statutes of Senate (Cont'd):

- Nos. 2258 - Courses of Study in the Faculty of Arts
2259 - Courses of Study in the Ontario College of Education
2260 - Courses of Study in the Library School
2261 - Courses of Study in the Faculty of Forestry
2262 - Courses of Study in the Faculty of Music
2263 - Courses of Study in the School of Nursing
2264 - Courses of Study in the School of Physical and Health Education
2265 - Courses of Study in the School of Hygiene
2266 - Courses of Study in the Faculty of Applied Science and Engineering
2272 - Courses of Study in the School of Law
2273 - Courses of Study in the School of Social Work
2274 - Courses of Study in the Faculty of Household Science
2275 - Courses of Study in Household Science offered at the Ontario Agricultural College, Guelph
2276 - Courses of Study in Agriculture
2277 - Courses of Study in Veterinary Medicine
2312 - Curriculum of the Certificate Course in Business (Evenings)
2317 - Amendment to the Courses of Study in the Faculty of Dentistry
2318 - Nathanson Award

54-10-25
Appoint-
ments to
Faculty
Councils

(i) Appointments to Faculty Councils: 1954-55 -

To the Council of the School of Graduate Studies:

Division I:

Professor D. G. Creighton
Chairman - History

Anthropology:

Professor T. F. McIlwraith
Professor E. S. Carpenter

Art and Archaeology:

Professor P. H. Brieger

Institute of Business Administration:

Professor T. C. Graham
Professor S. G. Hennessey
Professor J. C. Sawatsky

Classics:

Professor G. M. A. Grube - Trinity College
Professor H.G. Robertson - Victoria College
Professor J.R.O'Donnell - St. Michael's College
Professor R. J. Getty - University College

East Asiatic Studies:

Professor W. A. C. H. Dobson

Educational Theory:

Dean A. C. Lewis) Ontario College of Educa-
) tion
Professor C. E. Phillips)

English:

Professor A.S.P. Woodhouse) University College
Professor R. S. Knox)
Professor N. J. Endicott)
Professor L. K. Shook - St. Michael's College
Professor A. E. Barker - Trinity College
Professor H. N. Frye - Victoria College

German:

Professor B. Fairley - University College
Professor J. A. Surerus - Victoria College
Professor C. Lewis - Trinity College

54-10-25
Appoint-
ments to
Faculty
Councils
(Cont'd)

To the Council of the School of Graduate Studies (Cont'd):

History:

Professor R. Flenley
Professor F. H. Underhill
Professor G. W. Brown
Professor B. Wilkinson
Professor R. M. Saunders

Law:

Dean C. A. Wright
Professor B. Laskin

Library Science:

Professor Bertha Bassam

Music:

Dr. A. Walter

Oriental Languages:

Professor F. V. Winnett

- University College

Philosophy:

Professor F. H. Anderson
Professor R. F. McRae
Professor J. M. Kelly
Professor A. C. Pegis
Professor T. A. Goudge
Professor J. A. Irving

) University College
) St. Michael's College
- University College
- Victoria College

Political Economy:

Professor V. W. Bladen
Professor A. Brady
Professor S. D. Clark

Professor G. A. Elliott
Professor W.T.Easterbrook

Psychology:

Professor E. A. Bott
Professor C. R. Myers
Professor K. S. Bernhardt

Professor W. Line
Professor D. C. Williams
Professor J. D. Ketchum

Romance Languages:

Principal F. C. A. Jeanneret
Professor E. Goggio
Professor L. J. Bondy
Professor W. H. Trethewey

) University College
- St. Michael's College
- Victoria College

Slavic Studies:

Professor B. E. Shore

Social Work:

Professor C. E. Hendry
Professor A. Rose

Division II:

Professor K. C. Fisher
Chairman

- Zoology

Anatomy:

Professor A. W. Ham

Architecture:

Professor H. H. Madill

Biochemistry:

Professor A. M. Wynne
Professor C. S. Hames
Professor G. C. Butler

Botany:

Professor H. B. Sifton
Professor D. L. Bailey
Professor G. H. Duff

Chemical Engineering:

Professor J. G. Breckenridge
Professor W. F. Graydon
Professor P. H. Calderbank

Chemistry:

Professor G. F. Wright
Professor D. J. LeRoy
Professor F. E. Beamish

Professor R. L. McIntosh
Professor F.E.W. Wetmore

54-10-25
Appoint-
ments to
Faculty
Councils
(Cont'd)

To the Council of the School of Graduate Studies (Cont'd):

Geography:

Professor D. F. Putnam

Geological Sciences:

Professor G. B. Langford

Professor M. A. Fritz

Professor E. W. Nuffield

Mathematics:

Professor I. R. Pounder

Professor W. J. Webber

Professor H.M.S.Coxeter

Professor G.deB.Robinson

Mechanical Engineering:

Professor E. A. Allcut

Professor G. R. Lord

Bacteriology:

Professor C. E. van Rooyen

Pathological Chemistry:

Professor J. A. Dauphinee

Professor A. G. Gornall

Pharmacology:

Professor J. K. W. Ferguson

Physiology:

Professor C. H. Best

Professor R. E. Haist

Professor E. A. Sellers

Zoology:

Professor J. R. Dymond

Professor E. H. Craigie

Professor L. Butler

Professor F.E.J. Fry

Clinical Departments in Medicine:

Professor A. L. Chute

Professor A. J. Elliot

Civil and Aeronautical Engineering:

Professor C. F. Morrison

Professor G. N. Patterson

Professor B. Etkin

Electrical Engineering:

Professor G. Sinclair

Dentistry:

Dean R. G. Ellis

Professor K. J. Paynter

Engineering Physics and Electrical Engineering:

Professor K. B. Jackson

Professor V. G. Smith

Professor J. M. Ham

Food Chemistry and Household Science:

Professor M. D. Smith

Professor B. McLaren

Forestry:

Dean J. W. B. Sisam

Professor R. C. Hosie

School of Hygiene:

Professor A. M. Fallis

Professor E. W. McHenry

Professor M. H. Brown

Mining Engineering and Metallurgical Engineering:

Professor H. R. Rice

Professor L. M. Pidgeon

Physics and Astronomy:

Professor W. H. Watson

Professor J. F. Heard

Professor M. F. Crawford

Professor H.J.C. Ireton

Professor J. T. Wilson

Professor H. L. Welsh

54-10-25
Appoint-
ments to
Faculty
Councils
(Cont'd)

To the Council of the School of Graduate Studies (Cont'd):

Additional Nominations:

- | | |
|-------------------------|---|
| Dean M. St.A. Woodside | - Faculty of Arts |
| Dean R. R. McLaughlin | - Faculty of Applied Science |
| Dean J. A. MacFarlane | - Faculty of Medicine |
| Principal T. L. Jones | - Ontario Veterinary College,
Guelph, Ont. |
| President J.D.McLachlan |) Ontario Agricultural College,
Guelph, Ont. |
| Professor G. N. Ruhnke |) Vice-President, University
of Toronto |
| Professor C. T. Bissell | - Trinity College |
| Professor G. Edison | - President of the University
of Toronto |
| Dr. S. E. Smith | - Chief Librarian, University
of Toronto |
| Mr. R. H. Blackburn | |

To the Council of the Faculty of Arts:

Faculty of Medicine

- Professor G. C. Butler
- Professor J.K.W. Ferguson
- Professor R. E. Haist
- Professor C. S. Hanes
- Professor J. C. Watt

Faculty of Applied Science
and Engineering:

- Professor B. Etkin
- Professor F. G. Ewens
- Professor W. F. Graydon
- Professor O.C.J. Marshall
- Professor J. E. Reid

Faculty of Household Science

- Miss B. A. McLaren
- Miss M. D. Smith

Faculty of Forestry

- Professor A. S. Michell

Faculty of Music

- Dr. A. Walter

School of Law

- Dean C. A. Wright
- Professor B. Laskin

To the Council of the Faculty of Applied Science & Engineering:

Faculty of Arts -

Dean M. St.A. Woodside

Department of Mathematics

- Professor I. R. Pounder
- Professor W. J. Webber

Department of Physics

- Professor W. H. Watson
- Professor H. J. C. Ireton

Department of Chemistry

- Professor F. E. W. Wetmore
- Professor R. L. McIntosh

Department of Geological
Sciences

- Professor G. B. Langford
- Professor W. W. Moorhouse
- Professor A. S. P. Woodhouse

Department of English

Department of Political
Economy

- Professor F. N. Beard

To the Council of the Faculty of Medicine:

Faculty of Arts -

Department of Zoology

- Professor J. R. Dymond
- Professor G. M. Neal

Department of Chemistry

- Professor A. R. Gordon
- Professor F. R. Lorriman

Department of Physics

- Professor W. H. Watson
- Professor H. J. C. Ireton

Department of Psychology

- Professor E. A. Bott

Department of French

- Professor H.L.Humphreys

Department of English

- Professor R. S. Knox

Department of Botany

- Professor K. Rothfels

Department of Anthropology

- Professor E.S.Carpenter

Department of Philosophy

- Professor W. M. D. Long

Department of German

- Professor B. Fairley

Department of Mathematics

- Professor D. C. Baillie

Department of History

- Professor J.M.S. Careless

54-10-25
Appoint-
ments to
Faculty
Councils
(Cont'd)

To the Council of the Faculty of Dentistry:

Professor J. W. Graham	- Art and Archaeology
Professor J. C. Gray	- Surgery
Professor C. D. Rouillard	- French
Professor J. J. Rae	- Chemistry
Professor A. C. H. Hallett) Physics
Professor H. J. C. Ireton)
Professor J. Campbell	- Physiology
Professor J. Wallace Graham	- Medicine
Professor J. C. Watt) Anatomy
Professor J.W.A. Duckworth)
Professor W. J. R. Crosby	- Mathematics
Professor R. R. Langford	- Zoology
Professor J. K. W. Ferguson) Pharmacology
Professor G. H. W. Lucas)
Professor F. E. L. Priestley	- English
Professor J. M. Fisher	- Biochemistry

From the Royal College of Dental Surgeons:

Dr. D. W. Gullett
Dr. C. M. Purcell
Dr. R. P. Lowery

To the Council of the Faculty of Forestry:

Professor G. H. Duff	- Botany
Professor J. R. Dymond	- Zoology
Dean R. R. McLaughlin	- Chemical Engineering
Professor C. F. Morrison	- Faculty of Applied Science
Professor V. W. Bladen	- Political Economy

To the Council of the Faculty of Household Science:

From the Faculty of Arts:

Professor H. J. C. Ireton	- Physics
Miss D. Forward	- Botany
Miss V. E. Engelbert	- Zoology
Professor G. E. McCausland	- Chemistry

From the Faculty of Medicine:

Professor F. O. Wishart	- Hygiene & Preventive Medicine
Professor B. F. Crocker	- Biochemistry
Professor D. W. Clarke	- Physiology

From Department of Psychology:

Miss D. Millichamp	- Child Study
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From the Department of English:

Professor R. I. Jenking	- (Victoria)
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From the Department of Political Economy:

Professor J. R. Burnet	
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To the Council of the Faculty of Pharmacy:

Professor F. E. Beamish) Chemistry
Professor F. R. Lorrigan)
Professor J. R. Dymond	- Zoology
Professor T. A. Goudge	- Philosophy
Professor D. M. Hayne	- French
Professor H. J. C. Ireton	- Physics
Professor A. J. V. Lehmann) Botany
Professor H. B. Sifton)
Professor G. H. W. Lucas	- Pharmacology
Professor J. R. MacGillivray	- English
Professor F. O. Wishart	- Hygiene & Preventive Medicine

From the College of Pharmacy:

Mr. H. B. Corbett
Lieut.-Col. R. W. Meikleham

To the Council of the School of Architecture:

Professor F. G. Ewens)
Professor V. L. Henderson) Faculty of Applied
Mr. C. Hershfield) Science & Engineering

54-10-26
Budget of
Medical
Post-
graduate
Courses
1954-55

(j) Budget of the Medical Postgraduate Courses - 1954-55:

Receipts: (Fees)

Anatomy for graduate students registered)		
in Faculty of Medicine and M.S. students)		
in School of Graduate Studies)	\$ 7,000.00	
General graduate students)		
Graduate course in Anaesthesia)		
B.Sc.(Med.) degree	1,000.00	
Diploma Courses (Psychiatry, Medical Radiology)	4,000.00	
Advanced Graduate Courses, (Medicine, Surgery, Obstetrics & Gynaecology)	12,000.00	
Otolaryngology and Ophthalmology, refresher courses	6,000.00	
Cardiology Course	6,000.00	
	<u>\$36,000.00</u>	
Less 15% to University	<u>5,400.00</u>	<u>\$30,600.00</u>

Expenditures:

Salaries:

Director (Dickson)	\$ 2,800.00
Instruction in graduate courses	6,000.00
Honoraria for special courses	18,200.00
Visiting Lecturers	500.00
	<u>\$27,500.00</u>

Expenses:

Entertainment	1,500.00
Office expenses	1,000.00
Expenses of visiting lecturers	600.00
	<u>\$ 3,100.00</u>

Total expenditures

\$30,600.00

54-10-27
Foster
Bequest

(k) Additional amount from Foster Bequest:

Grant made to Professor A. W. Ham	\$ 216.00
-----------------------------------	-----------

(l) Supplemental Fee in the Faculty of Arts:

54-10-28
Supple-
mental
fee, Fac-
ulty of
Arts

The waiving of the supplemental examination fee of \$10.00 in the Faculty of Arts, in the case of all students who are obliged to write supplemental examinations because of illness at the time of the May examinations and who under the old arrangement could have been granted aegrotat standing.

54-10-29
Refresher
Course,
Faculty of
Medicine

(m) Refresher Course in Otolaryngology and Ophthalmology:

A refresher course in Otolaryngology and Ophthalmology, to be offered from April 11th to 15th, 1955, to a minimum of 10 students and a maximum of 30, for which the fee shall be \$100 for each student.

54-10-30
Budgets
for Post-
graduate
Courses,
etc.,
Faculty of
Dentistry

(n) Budget for Graduate, Postgraduate and Continuation Courses in Faculty of Dentistry: 1954-55 -

	<u>Receipts</u>	<u>Expendi- tures</u>
(a) Diploma Courses - Dental Public Health, Dental Oral Surgery and Anaesthesia, Orthodontics	\$ 2,350.00	\$ 6,035.00
(b) Postgraduate Courses - e.g. B.Sc.D.	1,000.00	
(c) Continuation Courses	5,340.00	3,155.00
(d) Supplies, equipment for all courses		1,100.00
(e) Secretarial-stenographer full-time		2,200.00
(f) Dental Nurse, chairside 12 mos.		2,200.00
(g) Clinic Receipts	6,000.00	
	<u>\$14,690.00</u>	<u>\$14,690.00</u>

54-10-31
Budget for
Dental
Hygiene
Course,
etc. in
Faculty of
Dentistry

(o) Budget for the Course in Dental Hygiene, Division of Dental Research, and the Undergraduate Clinic - 1954-55:
Dental Hygiene:

	<u>Receipts</u>	<u>Expenditures</u>
1. Tuition fees: 12 students (1st yr.) @ \$300	\$ 3,600.00	
8 students (2nd yr.) @ \$300	2,400.00	
2. Supervisor: Miss A. Hebert Associate in Dentistry		\$ 4,500.00
3. Secretarial & clinic assistance: Mrs. L. D. Neilson		2,500.00
4. Lecturers & Demonstrators		6,600.00
5. Equipment & Supplies		1,733.12
	<u>\$ 6,000.00</u>	<u>\$15,333.12</u>

Estimated debit balance of \$9,333.12 to be provided for by balance of \$1,578.71 from the 1953-54 session, plus the Kellogg Foundation grant of \$7,754.41 for the 1954-55 session.

Dental Research:

Salaries	-	\$20,680.00
Office Supplies	-	1,500.00
Equipment, Laboratory supplies, repairs and renewals	-	3,299.00
		<u>\$25,479.00</u>

The above amount of \$25,479.00 to be taken from the University of Toronto Dental Research Fund, and to be placed in the following accounts:

Salaries	-	\$20,680.00
Office Supplies	-	1,500.00
Equipment, Laboratory supplies	-	3,299.00

Undergraduate Clinic:

Salaries	-	\$ 4,100.00
Apparatus and Equipment	-	400.00
Clinic Supplies	-	500.00
		<u>\$ 5,000.00</u>

54-10-32
Budgets
for Courses,
Institute
of Business
Administra-
tion

(p) Budget in Institute of Business Administration:

One-day Conference on Industrial Relations:		
Fee to be charged	-	\$ 12.50
Estimate of revenue	-	2,500.00
		<u>\$ 2,512.50</u>

Appropriations:

Fee to visitors (in lieu of expenses)	\$ 600.00	
Meals at Hart House	1,250.00	
Administration	450.00	\$ 2,300.00

Evening Class Budget:

Fees from part-time Graduate Students		\$26,000.00
" " Evening Conference Series		3,000.00
" " Executive Seminar		3,000.00

Other ventures

\$32,000.00

Salaries		\$21,500.00
Supplies		2,800.00
Entertainment		1,000.00
Secretarial Assistance		2,600.00
Equipment		500.00
		<u>\$28,400.00</u>

54-10-33
Extension
Lecturers

- (q) An increase in the stipend to be paid to the lecturers of the Summer Session, 1954, in the Department of Extension, to \$500.

54-10-34
Budget of
Carnegie
Grant,
School of
Law

- (r) Budget of Carnegie Grant for Comparative Law, School of Law, 1954-55:
- | | | |
|---|------------------|--------------------|
| Salaries and Travelling Expenses: | | |
| Secretary | \$ 2,300.00 | |
| Exchange Lectures and Visiting Lecturers | 1,200.00 | |
| Comparative Law Conferences, Associations, etc. | 900.00 | |
| Research Studentship | 1,200.00 | |
| Special Studentship | 1,200.00 | |
| Assistance on Symposia | 225.00 | \$ 7,025.00 |
| | | <u>\$13,975.00</u> |
| Office Supplies | | 300.00 |
| Publications | | 5,850.00 |
| Library | | 500.00 |
| Essay Prizes | | 300.00 |
| | | <u>\$13,975.00</u> |
| Balance June 30, 1953 | \$ 2,635.18 | |
| Grant for 1953-54 | 9,912.50 | |
| | <u>12,547.68</u> | |
| Expenditures 1953-54 | 8,300.16 | |
| | <u>4,247.52</u> | |
| Grant for 1954-55 | 9,737.50 | <u>\$13,985.02</u> |
| Estimated Balance June 30, 1955 | | <u>\$ 10.02</u> |

54-10-35
Recommendations
of Committee
for Allocation
of grants
from
Insulin
Fund

- (s) Recommendations of the Committee for the Allocation of grants from the Insulin Fund:-
- That the balance of the funds granted previously be retained by the Grantees for the continuation of their research;
- That additional funds be granted as follows:
- Department of Biochemistry:
- (a) for research under the direction of Professor Crocker (Mechanism of synthesis of enzymes) - \$ 2,500.00
- Apparatus
- (b) for research under the direction of Professor Jean M. Fisher (Insulin and potassium uptake by muscle)
- | | | |
|---------------------|---------------|-------------|
| Salary (Technician) | 2,400.00 | |
| Supplies | 300.00 | \$ 5,200.00 |
| | <u>300.00</u> | |
- Department of Medicine:
- (a) for research under the direction of Professor R. F. Farquharson - (Diabetic lesions, etc.)
- | | | |
|-----------------------|-----------------|-------------|
| Salaries - 1 Fellow | \$1,000.00 | |
| 1 Technician | 2,000.00 | |
| Services and supplies | 2,500.00 | \$ 5,500.00 |
| | <u>2,500.00</u> | |
- Department of Paediatrics:
- (a) for research under the direction of Professor A. L. Chute (Insulin dosage, etc.)
- | | | |
|------------------------|---------------|-------------|
| Salaries - 1 Fellow | \$2,000.00 | |
| 1 Technician | 2,100.00 | |
| 1 Technical Asst. | 600.00 | |
| Supplies and apparatus | 850.00 | \$ 5,550.00 |
| | <u>850.00</u> | |
- Department of Ophthalmology:
- (a) for research under the direction of Dr. H. L. Ormsby (Corneal transplants)
- | | | |
|------------------------|--|-----------|
| Supplies and apparatus | | \$ 500.00 |
|------------------------|--|-----------|

54-10-35
Allocation
of Insulin
Funds
(Cont'd)

Department of Pathological Chemistry:		
(a) for research under the direction of		
Professor Dauphinee (Aminoacid metabolism)		
Salary - 1 Technician	\$2,160.00	
Supplies and apparatus	500.00	
(b) for research under the direction of Professor		
Gornall (Intermediary metabolism)	700.00	
Supplies and apparatus		\$ 3,360.00
Department of Pharmacology:		
(a) for research under the direction of		
Professor G. H. W. Lucas (chromatographic identification of alkaloids)		
Services and supplies		\$ 763.72
		<u>\$20,873.72</u>

54-10-36
Official
Opening
of Sigmund
Samuel
Library
and
Special
Convoca-
tion

The President reported that the official opening of the Sigmund Samuel Library would be held on November 26th, 1954, and that at the Special Convocation to be held that day the following would receive honorary degree of Doctor of Laws:-

Dr. W. Stewart Wallace	-	Librarian Emeritus, University of Toronto
Dr. A. W. S. Munthe	-	former Head of the Norwegian National Library and Director of the Oslo University Library
Mr. J. N. L. Myres	-	Librarian of Oxford University's Bodleian Library
Dr. K. de W. Metcalf	-	Director of Harvard University Libraries
Dr. W. Kaye Lamb	-	Dominion Archivist and National Librarian, Ottawa

The President also informed the Board that Dr. Samuel was holding a reception on the afternoon of November 27th in the Canadiana Gallery.

54-10-37
Official
Opening
of Univer-
sity
College
Men's
Residence

The Board was informed of the official opening of the University College Men's Residence on December 4th, 1954, by Dr. D. Bruce Macdonald. The Chairman stated that Dr. Macdonald was the oldest living graduate of University College and that he was very pleased to be accorded the honour of opening the building.

54-10-38
Report on
Registra-
tion

The President presented the second report on Registration for the Session 1954-55, showing a total as of October 23, 1954, of 10,881 as compared with 10,399 at the

54-10-38
Report on
Registra-
tion
(Cont'd)

same date last year. In this connection certain suggestions were made. Mr. Bryce stated that it would be interesting to know the comparative figures for the students registered in the various courses in the Faculty of Applied Science and Engineering. Mr. Osbourne suggested that consideration should be given to the establishment of an aptitude test in the Faculty, and Mr. Ketchum thought there was room for improvement in the present method used as a basis for admission of High School students to the University. The President informed the Board that a special committee of the Senate is giving attention to admission procedures.

54-10-39
Resolu-
tions of
Condolence:

Resolutions were adopted as follows concerning Professor J. D. Burk, Professor D. T. Fraser and Professor Gilbert Norwood, all of whom passed away during the summer:-

Professor
J. D. Burk

"Professor John David Burk demonstrated in his career those qualities upon which the University community is founded and flourishes; an intense regard for excellence in the subject he taught, selflessness and gentleness in his relations with others, a clear and unswerving sense of duty. In his unexpected death at the age of forty-nine, the University, his colleagues and students, have suffered a grievous loss.

Be It Resolved that the Board express to Mrs. Burk its deepest sympathy."

Professor
D.T.Fraser

"The name of Fraser is woven in the fabric of this University. Even as William Henry Fraser left his impress on the teaching of Modern Languages at this University and throughout the Dominion, so did his son, Donald Thomas Fraser, make a major contribution to the course of scientific studies. He served on a number of fronts as teacher, scholar, research worker, and administrator. The Department of which he was the Head, the Connaught Laboratories, and the School of Hygiene whose development he helped to shape, have received the stamp of his varied experience, his deep scholarship, and his wise and kindly counsels. In his work on the prevention of disease he left to the community and to the world a priceless bequest.

Be It Resolved that the Board express to Mrs. Fraser and her family its deepest sympathy."

Professor
G.Norwood

"The Study of Classics at this University has been under the direction of three great scholars - John McCaul, who was succeeded in 1880 by Maurice Hutton, and Gilbert Norwood who succeeded Maurice Hutton in 1928.

Gilbert Norwood's brilliant promise as an undergraduate at the University of Cambridge was fulfilled as Professor of Greek at the University of Wales from 1908 to 1926. Already a mature scholar when he joined the staff of this University, he continued throughout his career here to write with authority and incisiveness, and built up a list of publications in the field of classical literature unexcelled by any other scholar in that field. At the same time, he was an inspired teacher who communicated to his students in the classroom

54-10-39
Resolu-
tions of
Condolence
(Cont'd)

something of his own intellectual vigour and gaiety. He was the archetypal scholar who lived continuously in the clear sunshine of the mind. His death creates a gap in our ranks that can never be filled.

Be It Resolved that the Board express to Mrs. Norwood its deepest sympathy."

54-10-40
Ernest
Dale
Memorial
Fund

The President informed the Board of the receipt of a letter from Miss Agatha Leonard, Honorary Secretary of the Board of Syndics of Hart House Theatre, stating that the Syndics have undertaken to establish a memorial to commemorate the work done by the late Professor Ernest Dale, Chairman of the Board of Syndics, in fostering drama in the University and the community. Various organizations with which Professor Dale had been associated are anxious to contribute to the fund, and his friends and associates in the University will be invited to subscribe. According to the present terms the capital is to be used for an annual award to a graduating student and to provide occasional lecturers in the dramatic field with an honorarium. The Bursar, Mr. C. E. Higginbottom, was requested to act as Honorary Treasurer of the fund.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board approved of the President's recommendation that the "Ernest Dale Memorial Fund" be established on the above conditions.

54-10-41
Letters of
thanks
and appre-
ciation

Letters of thanks and appreciation for hospitality afforded by the University for their Toronto meetings were presented from the following organizations:-

- (a) International Conference of Social Work
- (b) International Congress on Mental Health
- (c) Committee of the Association of Universities of the British Commonwealth
- (d) Consultative Committee of the Colombo Plan

54-10-42
Bloor St.
United
Church and
Use of
Convoca-
tion
Hall

On motion of Mr. Bryce,
Seconded by Mr. Justice Hope,
And unanimously carried,
the Board confirmed the action of the Chairman in renting Convocation Hall to the Bloor Street United Church for their Sunday morning services, following the serious fire at the church.

54-10-43
Bequest of
late Mr.
Gordon C.
Leitch
and es-
tablish-
ment of
Chair of
Obstetrics
and Gynae-
cology

The Board was informed of a notification received of a bequest under the Will of the late Mr. Gordon C. Leitch of 50,000 first preference shares of the par value of \$10 each of the capital stock of Leitch Transport Ltd., to be held and the proceeds of realization thereof and substitutions therefor as a capital fund, the income to be used by way of endowment of the Chair of Obstetrics and Gynaecology. If the income is in excess of the amount required for such endowment, it is to be used to and for such other purposes of that Department as the Governors shall from time to time determine.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board approved of the establishment of the Chair of Obstetrics and Gynaecology, and that of the estimated annual income of \$25,000.00, 50%, or \$12,500.00, be allotted for the salary of the incumbent of the Chair, and the remaining estimated 50%, or \$12,500.00, to be applied for the other purposes of the Department as referred to above.

On motion of Dr. Samuel,
Seconded by Dr. Bruce,
And unanimously carried,

the Board approved of the recommendation of the President that the professorship held by the Head of the Department of Obstetrics and Gynaecology be designated the "Gordon C. Leitch Chair of Obstetrics and Gynaecology".

54-10-44
Cancellat-
ion of
College
of Optom-
etry's
account

The Board confirmed the cancellation of the University's account against the College of Optometry, and therefore it becomes necessary to reduce the Tuition income for 1953-54 by \$8,944.00 as shown in the transactions for that year referred to previously under Financial Statements.

54-10-45
Naming of
U.C.Men's
Residence,
houses &
dining
Hall

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, approval was given to the following recommendation of the President:-

54-10-45
Naming of
U.C. Men's
Residence,
houses &
dining
Hall
(Cont'd)

That (a) the new University College Men's Residence be designated the Sir Daniel Wilson Residence, (b) the six houses therein be designated respectively McCaul House, Loudon House, Hutton House, Wallace House, Taylor House and Jeanneret House, and (c) the dining hall therein be designated the Howard Ferguson Hall.

54-10-46
Disposition
of fine
imposed
on the
Engineering
Society

In connection with the \$4,000 fine
imposed on the Engineering Society,

It was moved by Mr. Osbourne,
Seconded by Mr. Bryce,
And unanimously carried,

that the following resolution of the President regarding the
disposition thereof be approved:-

That the \$4,000 fine imposed by the Caput on the Engineering Society be set up in a special loan account, from which the Committee established by the Board to administer loans in the Faculty of Applied Science and Engineering may make loans to students enrolled from time to time in that Faculty, in such amounts and on such terms as that Committee may determine.

ON MOTION DULY MADE, SECONDED AND UN-
ANIMOUSLY CARRIED, the following administrative matters approved
during the summer were confirmed:-

54-10-47
Appoint-
ments

(a) Appointments:

Superintendent's Office:

Miss S. McHale - Chief Operator (Switchboard)
from July 1, 1954 \$2,460
a year

University College Men's Residence:

J. Nimmo - Caretaker, from Sept. 7,
1954 \$2,900
a year

G. L. Marshall - Porter, from Sept. 7, 1954
(transferred from Hart House)
\$2,850
a year

54-10-48
Appropri-
ations

(b) Additional appropriations and deductions in appropriations:

For 1953-54:

University Publicity:

An additional appropriation of \$320 for "Advertising";
and a deduction of \$320 from "Contingencies".

Faculty of Household Science:

An additional appropriation of \$131,000.00 for "Renova-
tion of Household Science building, and purchase of
equipment for same; and deductions of \$35,000 from
"Provision created on June 30, 1953, for Faculty of
Applied Science", and \$15,000 from "Provision made
in June, 1953 for moving expenses, Banting & Best".

For 1954-55:

Faculty of Forestry:

An additional appropriation of \$90 for "Work carried
out during summer at the University Forest"; and a
deduction of \$90 from "Trust Account - Sale of
Timber".

54-10-48
appropriations
(Cont'd)

Placement Service:

An additional appropriation of \$250.00 for "Supplies".

University Extension:

Additional appropriations as follows:

Advertising	\$ 100
Evening Tutorial Classes	365
Business and Industry	800
Certified Public Accountants	1,335
Society of Industrial and Cost Accountants	710
Investment Dealers' Association	2,100
	<u>\$5,410</u>

Deductions in appropriations as follows:

Office Supplies	\$ 660
Short Courses	900
Public Safety	1,500
Radiography	850
Insurance Institute	1,500
	<u>\$5,410</u>

An additional appropriation of \$750 for honorarium to Dr. R. N. Harris as University Liaison Officer with the C.B.C. in connection with the University of Toronto Television programmes for year ended June 30, 1954.

An additional appropriation of \$3,000 for "Summer Session - Pass & General Course for Teachers"; and a deduction of \$3,000 for "Summer Session - Other Courses".

54-10-49
U.C. Men's
Residence
Dues

(c) University College Men's Residence Dues for 1954-55 to be \$560.00.

Donations were reported as follows, and ON

54-10-50
Donations

MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, were gratefully accepted:-

From -

- ✓ The Estate of the late Dr. Henry Albert Beatty, a notification received of a bequest of \$100,000 under his Will, the income therefrom to be used for providing post-graduate Scholarships or Fellowships for graduates in Medicine of this University or other Canadian university, who have served as Residents at the Toronto Western Hospital and who desire to do further post-graduate study.
- ✓ The Estate of the late Mrs. Clarice Constance Wood, a notification received of a residuary bequest under her Will, contingent upon various factors, to the University of Toronto Engineering Society Loan Fund.
- ✓ The Canadian Life Insurance Officers' Association, the sum of \$12,000 received to cover the following Fellowships in the Faculty of Medicine for the Session 1954-55:-

Dr. C. Ezrin	-	\$ 4,500.00	
Dr. G. F. Wilgram	-	3,500.00	
Mr. A. E. Dyer	-	4,000.00	\$12,000
			<u>\$12,000</u>
- ✓ The City of Toronto, the sum of \$7,100.00 received to continue and extend an Atmospheric Pollution survey being conducted in the City, under the direction of Dr. A. M. Fisher, Acting Head of the Department of Physiological Hygiene, School of Hygiene, the budget to be as follows:-

Salaries and Workmen's Compensation	-	\$ 1,325
Trucking, Chemicals and Supplies	-	675
Equipment	-	5,100
		<u>\$ 7,100</u>

54-10-50
Donations
(Cont'd)

From -

- ✓ Canadian Industries (1954) Limited, the sum of \$7,000 received, being the first of 5 payments they have undertaken to donate to the University towards the salary of Professor J. C. Strijland who is coming from Holland to work in association with Professor H. L. Welsh in the Department of Physics on the Physics of High Pressure Phenomena.
- ✓ The Tennessee Eastman Company, the sum of \$4,500 (U.S.) received, to support research in the Department of Chemistry on a one-year basis, the grant to be set up as follows:-

Post-doctorate grant to Dr. Herman	-	\$3,500.00
Mertin	-	1,000.00
Supplies	-	<u>\$4,500.00</u>
- ✓ Mrs. F. B. Kenrick, an offer received to donate \$4,000 to establish a Prize in the Chemistry and Physics Honour Course in memory of her late husband, Professor F. B. Kenrick. The income on the fund is to be used to provide an annual award to be made to the student standing highest in the 3rd year of the course and who registers for the 4th year.
- ✓ Fine Chemicals of Canada Limited, the sum of \$1,100 received, being the first quarter of a grant of \$4,400 for research on Bronchodilator Drugs in the Department of Pharmacology, a similar amount of \$1,100 to be forwarded on January 1st, April 1st and July 1st, 1955, to cover the total grant for the 12 month period for which it has been offered. Of the \$4,400 offered, \$4,000 is to be disbursed on the authorization of the Head of the Department of Pharmacology for the salary of a technician, supplies, apparatus, services and repairs, and for the prosecution of the research, and the balance of \$400 is allocated to the University for overhead.
- ✓ S. C. Johnson & Son Limited, an offer received to establish a Scholarship, to be known as "Johnson's Wax Scholarship", of the value of \$600 in each of the 2nd, 3rd and 4th years, or a total possible value of \$1,800, to be awarded to a student in Chemical Engineering who is the most promising and deserving member of the class, ranking in 1st class Honours in the final examinations of the 1st year, and who, in his 2nd, 3rd and 4th years maintains academic standing, satisfactory to the Faculty Council, for the continued enjoyment of the award.
- ✓ The Associates of the University of Toronto Inc., the sum of \$1,500 (U.S.) received, representing a donation from Mrs. Mendel Nevin to the Associates for the Dr. Mendel Nevin Fellowship in Dental Anaesthesia, which is to be of the value of \$3,000.
- ✓ Mr. Bernard Weinberg, the sum of \$1,250 received for a Bursary in the name of his parents - Samuel and Rebecca Weinberg - which is to be paid out at the rate of \$250 yearly to a worthy and needy student of University College.
- ✓ Lederle Laboratories Division of the American Cyanamid Company, the sum of \$1,200 (U.S.) received to cover two Lederle Medical Student Research Fellowships in the Faculty of Medicine.
- ✓ American Federation of Soroptimist Clubs, the sum of \$1,186.86 received for the purchase of books, pamphlets and kindred materials relating to the many aspects of Gerontology.

54-10-50
Donations
(Cont'd)

From -

- ^ Carswell Company Limited, the sum of \$1,007.00 received, to be added to the Publications Account of the Carnegie Corporation Grant for Development of Studies in Comparative Law, to be carried over from year to year and to be requisitioned by the Dean of the School of Law.
- ^ American Society of Tool Engineers, the sum of \$700 received to cover their International Education Award for 1954-55 which was made to Mr. W. A. Kreitner, a student at this University.
- ^ Socony-Vacuum Oil Co. of Canada Ltd., the sum of \$500 received for a Scholarship for 1954-55 to be awarded in the field of Sedimentary Geology to an undergraduate who is expected to complete his undergraduate work during the period of the award, and who is to be chosen also on the basis of good character, personality, breadth of interest, initiative, willingness to assume responsibility, and ability to co-operate with his associates.
- ^ The Pharmacy Class of 1947, the sum of \$407.55 received for a Bursary to be awarded to a deserving student in the Faculty of Pharmacy in each of the Sessions 1954-55 and 1955-56, as follows:-

1954-55	-	\$203.77	
1955-56	-	203.78	\$407.55
- ^ Research Council of Ontario, the sum of \$266.00 received to be added to the grant to Professor R. C. Hosie, entitled "Forest Tree Planting Methods", and to be divided as follows:-

Grant to Professor Hosie	-	\$221.67	
University Administrative Expenses	-	44.33	\$266.00
- ^ Various donors who are members of the University College Class of 1947, the sum of \$246.00 received for a Bursary. These graduates intend to bring to University College each year a student who could not otherwise attend the University because of financial difficulties, and to raise \$500 for this purpose for the Session 1954-55. They hope to continue to provide this amount annually.
- ^ The Margaret Eaton Alumnae Association, an offer received of a Scholarship in the School of Physical and Health Education, to be awarded to a woman entering the 1st year with the highest aggregate of any 9 papers of the Ontario Grade XIII Examinations. The Scholarship is to be of the value of \$200 and the first award to be made in 1955.
- ^ An anonymous donor, the sum of \$50.00 received to be used as a student's Prize in the Computation Centre.
- Mrs. G. M. Wrong and her stepdaughter, Mrs. C. H. A. Armstrong, letters and papers of the late Professor George M. Wrong received as a donation to the University of Toronto Library.
- Mr. and Mrs. R. A. Daly, an offer received of the gown belonging to Mrs. Daly's brother, the late Dr. Thomas S. Cullen of Baltimore.
- Miss Harriet Cohen C.B.E., an offer received to present the manuscript copy of a work by Sir Arnold Bax, K.C.V.O., to the University Library, which is a work for string orchestra that Sir Arnold did at Miss Cohen's special request for Dr. Boyd Neel to conduct.
- Williamson Company of Canada, Limited, an offer received to donate a standard Williamson Reduction Printer for the Photogrammetric Laboratory at the University.
- ^ Steel Company of Canada Limited, the sum of \$1,500 received to cover the first award of their Fellowship, which is to be available for a period of 5 years, and to be awarded to a candidate for a graduate degree in the Department of Metallurgical Engineering, for fundamental research in the Physics and Chemistry of Metals. In addition to the \$1,500 for the Fellow, the Company has offered the sum of \$500 each year of the award to the University to offset the cost of the research.

54-10-50
Donations
(Cont'd)

From -

- ^ Atkinson Charitable Foundation, an offer received to provide \$31,600 for admission bursaries for the Session 1954-55.
- ^ The Estate of the late Angus MacMurchy, Esq., K.C., the sum of \$27,686.21 received under his Will to found matriculation Scholarships in University College in memory of his father.
- ^ The Estate of the late Robert J. Mahony, Esq., the sum of \$24,584.84 received, the net annual income therefrom to be used for a Fellowship in memory of his wife, Mary Elizabeth Mahony, and to be awarded to a male graduate who at the time of his graduation is enrolled in University College, to enable him to pursue postgraduate studies at the University.
- ^ John and Mary R. Markle Foundation, the sum of \$18,000 received (U.S.) for following grants in the Faculty of Medicine:-

Dr. W. B. Spaulding	- \$ 6,000	
Dr. J. C. Laidlaw	- 6,000	
Dr. Donald Fraser	- 6,000	<u>\$18,000</u>
- ^ Leah May Samuel Estate, the sum of \$12,526.48 received, to be placed to the credit of the Royal Ontario Museum and/or The Canadiana Gallery.
- ^ J. P. Bickell Foundation, the sum of \$11,750 received to cover the following awards payable during the Session 1954-55:-

6 Scholarships of \$1,200 each	= \$ 7,200	
Amount to be held by the University for the Foundation, subject to future instructions	- ^ 1,200	
Bursaries	- ^ 3,350	<u>\$11,750</u>
- ^ Mrs. E. A. Urwick, the sum of \$10,000 received for "The Urwick Bursaries - Social & Philosophical Studies - Sociology", to be set up as a capital fund, the income only from which is to be used to continue these awards after her death.
- ^ The Department of Public Welfare of the Province of Ontario, the sum of \$10,000 received to assist the School of Social Work in training personnel for the Public Welfare Field in Ontario, this sum to be used as follows:-

Bursaries	- \$^9,500	
Student field trips	- ^ 500	<u>\$10,000</u>
- ^ Carnegie Corporation of New York, the sum of \$10,000 (U.S.) received, being the 3rd payment of a similar amount towards the grant of \$50,000 for the Development of Studies in Comparative Law in the School of Law.
- ^ Rockefeller Foundation, the sum of \$8,675 received for the following grants:-

Teaching in Medical Care in Faculty of Medicine and School of Hygiene	- \$4,175	
Department of Slavic Studies	- ^ 4,500	<u>\$ 8,675</u>
- ^ Kellogg Foundation, the sum of \$7,754.41 (U.S.) received, being the 4th and final payment on its grant to assist the Dental Hygiene Course given in the Faculty of Dentistry.

54-10-50
Donations
(Cont'd)

From -

- ^ Union Carbide Canada Limited, the sum of \$7,500 received to cover their research Fellowships, payable in 1954-55, as follows:-

Mr. T. W. Barry	- \$2,000	
Mr. E. A. Lavergne	- 2,000	
Mr. J. B. Moffatt	- 2,000	
Mr. F. J. Chambers	- 1,500	<u>\$7,500</u>

Each award is of the value of \$1,500, but in the case of the first three an additional \$500 each is available for the purchase of special laboratory equipment.

- ^ Allstate Insurance Company, an offer received through the Ontario Safety League, of a grant of \$5,000 for the Division of Public Safety, Department of University Extension, for the training of high school driver education teachers.
- ^ Nutrition Foundation, Inc. of U.S., the sum of \$5,000 (U.S.) received to continue the grant to Dr. C. H. Best entitled "The Lipotropic Factors: Choline, Betaine, Methionine and Inositol".
- ^ Geological Survey of Canada, the sum of \$3,520 received for the following grants:

Studies of Precambrian Sediments (W. W. Moorhouse)	- \$ ^ 300	
Geological Age Determinations (J. T. Wilson)	- ^ 3,220	<u>\$3,520</u>
- ^ Various donors, the sum of \$3,113 received for the "Alexander MacLean Scholarship" in honour of Professor Alexander MacLean, which is to be of the value of \$250, the first award to be made in May 1955 and each year thereafter until the principal and accrued interest of the fund are exhausted. The award is to be made to a student who obtains at least 75% in the 3rd year of Geological Sciences, Faculty of Arts, or in the 3rd year of Applied Geology, Faculty of Applied Science and Engineering, and is to be determined on the basis of standing obtained in the geological subjects common to the two courses.
- ^ Canadian Industries (1954) Limited, the sum of \$3,000 received to cover the two C.I.L. Fellowships in Chemistry, payable to the recipients during the Session 1954-55. There are two Fellowships of \$1,500 each, and \$300 of each grant represents a maintenance grant to the University, or a total of \$600 of the \$3,000 received.
- ^ Canadian Legion of the British Empire Service League, the sum of \$2,700 received for 9 Legion University Scholarships of \$300 each, payable to the recipients during the Session 1954-55.
- ^ The Community Chest of Greater Toronto, the sum of \$2,500 received to cover their Scholarships in the School of Social Work payable to the recipients during the Session 1954-55.
- ^ Mr. Frank D. Lowidt, the sum of \$2,500 received, representing the second donation of a similar amount for his Bursary Fund in Household Science, which now totals \$5,000.
- ^ Canadian Foundation for the Advancement of Pharmacy, the sum of \$1,800 received to cover 3 teaching fellowship grants, each of the value of \$600, to assist in providing laboratory instruction in the Faculty of Pharmacy during the Session 1954-55; also from the Foundation the sum of \$500 received for undergraduate student scholarships, to be called "Pharmacy Foundation Scholarships", in the Faculty of Pharmacy.
- ^ Parke, Davis & Company, the sum of \$2,000 (U.S.) received, being the 2nd instalment on their \$4,000 grant for Research on Deafness.
- ^ The Alumni and students of the Faculty of Forestry, \$2,000 Province of Ontario 4% Bonds received for the Forestry Memorial Scholarship fund.

54-10-50
Donations
(Cont'd)

From -

- ✓ O'Keefe's Brewing Co. Ltd., the sum of \$1,800 received for their Fellowship in Otolaryngology, payable to the recipient during the Session 1954-55.
- ✓ The Alcoholism Research Foundation, the sum of \$1,500 received for research on the Physiology of Breath Alcohol under the direction of Dr. J. K. W. Ferguson, Department of Pharmacology.
- ✓ International Nickel Company, the sum of \$1,250 received to cover the 1st instalment of their Graduate Research Fellowship payable during the Session 1954-55, and the equipment fund for the same, as follows:-

1st instalment of Fellowship	- \$ 750
Equipment fund for Fellowship	- 500 <u>\$1,250</u>
- ✓ Canadian Lumbermen's Association, the sum of \$1,250 received to cover their Timber Research Fellowship payable during the Session 1954-55.
- ✓ Simpsons Limited and Simpsons-Sears Limited, the sum of \$1,080 received as a joint donation for six Scholarships of \$180 each in University College.
- ✓ National Cancer Institute of Canada, the sum of \$1,000 received as a supplementary grant for Project No. 12 - Ham, to be used to assist in equipping the laboratory where Dr. C. C. Macklin will be working under this grant.
- ✓ Electric Reduction Co. of Canada Ltd., the sum of \$780 received to cover the 3rd quarterly payment for their grant in the Department of Chemical Engineering.
- ✓ Lieut.-Col. W. E. Phillips, the sum of \$689.96 received, being the balance required for the \$1,000 Nadine Phillips Fellowship payable to the recipient during the Session 1954-55.
- ✓ Burns Bros. & Company, the sum of \$500 received to cover the George McCullagh Memorial Scholarships in Philosophy payable during the Session 1954-55.
- ✓ Professor E. G. R. Ardagh, the sum of \$500 received to be added to the Ardagh Prize Fund in Chemical Engineering.
- ✓ Dr. W. Cecil Leggett, the sum of \$500 received as a gift towards the research programme in the Faculty of Dentistry.
- ✓ Dental Alumni Association, the sum of \$400 received to cover two bursaries of \$200 each in the Faculty of Dentistry payable during the Session 1954-55.
- ✓ American Society for Metals Foundation, the sum of \$400 (U.S.) received to cover their Education and Research Scholarship in the Department of Metallurgical Engineering payable during the Session 1954-55.
- ✓ The Janet Colquhoun Estate, the sum of \$300 received, being the University's portion of a further distribution of \$900 from the income of the Estate.
- ✓ The Estate of the late Dr. John S. Chisholm, the sum of \$246.32 received on account of income, to be credited to the Chisholm Memorial Fund.
- ✓ An anonymous donor, the sum of \$200 received to cover the Mary Keenan Award in the Department of Political Economy payable during the Session 1954-55.
- ✓ Mrs. J. T. Crawford, the sum of \$150 received to cover the John Thomas Crawford Memorial Scholarship payable during the Session 1954-55.
- ✓ The Toronto General Trusts Corporation, the sum of \$132.13 received, being the University's one-half share of the royalties payable in connection with the publication of Mr. C. L. Burton's book entitled "A Sense of Urgency".

54-10-50
Donations
(Cont'd)

From -

- ✓ American Society for Metals, Ontario Chapter, the sum of \$100 received to cover their Prize in Metallurgical Engineering payable in 1953-54. The Society has increased the award from \$50 to \$100 for 1953-54.
 - ✓ An anonymous donor, the sum of \$100 received to cover the E. J. Pratt Medal and Prize in Poetry payable for 1953-54.
 - ✓ Mr. P. T. Moisley, the sum of \$25 received to cover his Prize in History of Pharmacy payable for 1953-54.
 - Ontario Dental Association, a notification received that the Association has found it financially necessary to discontinue their Fellowship.
 - ✓ Mrs. Warwick Noble, an offer received to establish a Prize in the University of Toronto Schools in memory of the late George Warwick Noble, of the annual value of \$25.
 - ✓ The T. M. Porter Bequest, the establishment of ten T. M. Porter Scholarships in the University of Toronto Schools for Forms VII, VIII, IXB, XA, XB, XIA, XIIA, IXA, XIB, XIIB, the value of each to be 1/10 the annual income of the fund of the year preceeding payment (Approximately \$70 each).
 - ✓ Mrs. H. P. de Pencier, the sum of \$40 received to be added to the University College Alumni, Alumnae Giving Fund.
- Various donors, the following amounts received:-
- \$ 190.00 - The Samuel Beatty Fund, bringing the total to \$21,178.00.
 - ✓ 3,056.00 - H. M. Cassidy Memorial Research Fund, bringing the total to \$80,757.00.
 - ✓ 10.00 - Harold Adams Innis Memorial Fund, bringing the total to \$9,563.61.
 - ✓ 14,800.00 - Institute of Child Study Building Alterations Fund.
 - ✓ 3,814.50 - University of Toronto Dental Research Fund, bringing the total to \$67,049.95.

54-10-51
Execution
of Documents

ON MOTION DULY MADE, SECONDED AND UNAN-

IMOUSLY CARRIED, the Board confirmed the execution of the following documents:-

- (a) Agreement with the Ontario Department of Lands and Forests for the operation of the Opeongo Limnological Laboratory.
- (b) Agreement with L. J. Cropley Limited in connection with Laundry Appliance Rental Service at the University College Men's Residence.
- (c) Leases for branches of the Royal Conservatory of Music of Toronto:
 1. 256 Durie Street
 2. 256-A Durie Street

54-10-52
Confirmation
of Investment
Transactions

On motion of Mr. Urquhart,
Seconded by Dr. Tory,
And unanimously carried,

the following investment transactions approved during the summer were confirmed:-

1. Purchased for -

Sinking Fund	Investment Transactions	54-10-52
\$100,000	Hydro-Electric Power Commission of Ontario	\$100.75
10,000	do.	113½
52,000	University of Toronto	96.35
44,000	do.	96-7/8
6,000	do.	96-3/4
11,000	do.	97
25,000	Municipality of Metropolitan Toronto	99
25,000	do.	99½
Trust Endowment		
\$50,000	British American Oil Company	98.75
25,000	Chartered Trust Company	par
25,000	do.	par
100,000	Province of New Brunswick	98.25
69,000	City of Brantford	yield 3.75%
50,000	do.	96.54
50,000	St. Lawrence Corporation	105
150,000	Government of Canada	100
50,000	Saguenay Electric Company	100.75
Samuel Library Fund		
\$11,000	Government of Canada	100.33
Cody Memorial Fund		
\$5,000	Hydro-Electric Power Commission of Ontario	100.50
Florence L. Cody Scholarship Fund		
\$2,000	Hydro-Electric Power Commission of Ontario	100½
Connaught Medical Research Laboratories		
\$20,000	Municipality of Metropolitan Toronto	99½
23,000	do.	99
23,000	do.	98½
Specific Investments		
\$31,000	do.	99
Royal Conservatory of Music of Toronto - Hazel Ireland Eaton Fund		
\$2,000	Bell Telephone Company of Canada	101.50
Trust Pool		
\$25,000	Municipality of Metropolitan Toronto	99.75
25,000	do.	99-5/8
25,000	do.	99½
25,000	do.	99-3/8
100,000	Government of Canada	101
450,000	do.	par
75,000	Province of New Brunswick	98.25
25,000	Bell Telephone Company of Canada	101-5/8
25,000	Chartered Trust Company	100
7,500	Hydro-Electric Power Commission of Ontario	107.25
50,000	E. B. Eddy Company Limited	par
50,000	Canadian Pacific Railway Company	par

1. Purchased for - (Cont'd)

<u>Insulin Committee</u>	
\$ 62,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Huron & Erie Mortgage Corporation
<u>Pension Funds</u>	
\$ 25,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Municipality of Metropolitan Toronto
25,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Government of Canada
<u>Current Funds</u>	
\$200,000 $\frac{1}{2}$ 3%	Government of Canada
200,000 $\frac{1}{2}$ 2 $\frac{1}{4}$ %	do.
<u>Banting Research Foundation - Kate E. Taylor Fund</u>	
\$ 50,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Canadian Pacific Railway Company
55,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Government of Canada
55,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	do.
100,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Hydro-Electric Power Commission of Ontario
45,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	do.
25,000 $\frac{1}{2}$ 4%	General Motors Acceptance Corporation Limited
50,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Municipality of Metropolitan Toronto
25,000 $\frac{1}{2}$ 4%	Town of Lindsay
<u>Banting Research Foundation</u>	
\$ 45,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Government of Canada
45,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	do.
30,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Hydro-Electric Power Commission of Ontario
50,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Bell Telephone Company of Canada
25,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	B. A. Oil Company Limited
25,000 $\frac{1}{2}$ 4%	General Motors Acceptance Corporation Limited
50,000 $\frac{1}{2}$ 3 $\frac{1}{2}$ %	Municipality of Metropolitan Toronto
10,000 $\frac{1}{2}$ 4 $\frac{1}{2}$ %	City of Hamilton
15,000 $\frac{1}{2}$ 4 $\frac{1}{2}$ %	do.
25,000 $\frac{1}{2}$ 4%	City of Woodstock

2. Sold for -

<u>Trust Pool</u>	
\$ 75,000 $\frac{1}{2}$ 3%	Government of Canada
5,450 $\frac{1}{2}$ 3%	do.
5,750 $\frac{1}{2}$ 3%	do.
200,000 $\frac{1}{2}$ 3%	do.
225,000 $\frac{1}{2}$ 3%	do.
5,000 $\frac{1}{2}$ 2 $\frac{1}{2}$ %	do.
1,000 $\frac{1}{2}$ 2 $\frac{1}{2}$ %	Hydro-Electric Power Commission of Ontario
<u>54-10-52 Investment Transactions (Cont'd)</u>	
due Aug. 1, 1957	@ par
due June 15, 1968	@ \$99.50
due June 1, 1976	@ 100.25
due May 1, 1957	@ 100.33
due July 1, 1955	@ 100.50
due Nov. 15, 1972	@ par
due June 1, 1974-76	@ 100-7/8
due Oct. 1, 1979	@ 100-5/8
due Oct. 15, 1974-79	@ 100-1/8
due Oct. 15, 1974-79	@ 100 $\frac{1}{4}$
due June 1, 1964	@ 101
due June 15, 1973	@ 98 $\frac{1}{2}$
due Oct. 1, 1965-74	@ yield 3.75
due June 1, 1974-76	@ 100-7/8
due Oct. 1, 1979	@ 100-5/8
due Oct. 15, 1974-79	@ 100 $\frac{1}{4}$
due May 15, 1979	@ 101 $\frac{1}{4}$
due Sept. 1, 1974	@ 98-1/8
due June 1, 1964	@ 101
due June 15, 1972	@ 98 $\frac{3}{4}$
due Dec. 1, 1966	@ 105-5/8
due Dec. 1, 1967	@ 106
due July 2, 1965-69	@ 104.13
due Oct. 1, 1963	@ 102
due June 1, 1957-60	@ 101.65
due Feb. 1, 1959-62	@ 101.70
due Oct. 1, 1959-63	@ 101-5/8
due Oct. 1, 1959-63	@ 101 $\frac{3}{4}$
due June 15, 1967-68	@ 97-7/8
due April 1, 1964-67	@ 95 $\frac{1}{4}$

54-10-52
Investment
Transac-
tions
(Cont'd)

2. Sold for - (Cont'd)

<u>Trust Endowment</u>					
\$100,000	3%	Government of Canada	due Oct. 1,	1963	@ 102
50,000	3%	do.	due Oct. 1,	1959-63	@ 101-7/8
10,750	3%	do.	due Jan. 1,	1956-59	@ 101.15
50,000	3%	do.	due June 1,	1959-62	@ 101.65
18,200	3%	do.	due Sept. 1,	1961-66	@ 100 3/4
34,200	3%	do.	due Feb. 1,	1959-62	@ 101.70
36,850	3%	do.	due Oct. 1,	1959-63	@ 101 3/4
<u>Banting Research Foundation - Kate E. Taylor Fund</u>					
\$36,500	3%	Government of Canada	due Jan. 1,	1956-59	@ 101.10
29,000	3%	do.	due June 1,	1957-60	@ 101.70
145,000	3%	do.	due Feb. 1,	1959-62	@ 101.90
149,000	3%	do.	due Oct. 1,	1959-63	@ 101.90
<u>Banting Research Foundation</u>					
\$78,000	3%	Government of Canada	due Jan. 1,	1956-59	@ 101.10
178,500	3%	do.	due June 1,	1957-60	@ 101.70
49,000	3%	do.	due Feb. 1,	1959-62	@ 101.90
<u>Pension Funds</u>					
\$25,000	3 1/4%	do.	due June 1,	1976	@ 100.25
<u>In Safekeeping for the Royal Conservatory of Music of Toronto</u>					
\$8,000	3%	Government of Canada	due Feb. 1,	1959-62	@ 101.70

54-10-53
Report of
Invest-
ment
Counsel

An Investment Report by Mr. R. K. Martin, Investment Counsel, covering the quarter ended September 30th, 1954, was presented, and -

On motion of Dr. Bruce,
Seconded by Mr. Bryce,
And unanimously carried,

the Board deferred for consideration the suggested list, contained therein, of Canadian Corporations whose bonds may be purchased by the University.

54-10-54
Assess-
ment by
Township
of Mark-
ham for
drainage
work,
Dunlap
Observa-
tory

The Board was informed of the receipt of By-Law No. 1505 of the Township of Markham under which the University is assessed the sum of \$945.00, being the University's share of the cost of proposed drainage work as affecting the David Dunlap Observatory. The University Solicitor lodged an appeal at a meeting of the Court of Revision at Buttonville on October 4th, and the Reeve, who acted as Chairman, asked Mr. Cassels to make certain submissions to the Governors, which are as follows:-

He stated that whether or not the University is exempt from legal liability, he felt that the proposed drainage charge should be borne by the University as it is to pay for work necessitated by the drainage of water off University lands. He went on to say that the Township has done much to safeguard the work of the Observatory and he cited their opposition to the recent application made by the Stephens Company for leave to subdivide for residential purposes lands adjoining the Observatory, although the Township actually had other reasons for opposing the application and the Ontario Municipal Board dismissed the application on certain of these other grounds. The Reeve also mentioned the fact that he had taken steps in connection with the application by Lawrence Motors to establish a car sale lot on Yonge Street, which probably assisted in Dr. Heard working out a satisfactory arrangement with Lawrence Motors. The Reeve also referred to other ways in which he had attempted to protect the Observatory.

After considering the matter the Board, upon motion of Mr. Burns, directed that a grant be made to the Township of Markham to assist in their drainage plans, of an amount to be determined by the Chairman of the Board, but such amount not to exceed the sum which would be payable by the University if it were liable for drainage rates. Such grant is to be made without prejudice

54-10-54
Assess-
ment by
Township
of Mark-
ham for
drainage
(Cont'd)

to the rights of the University as to tax exemption and only upon the written confirmation by the Township that the grant is made and accepted as an ex gratia payment without any legal liability resting on the University.

54-10-55
List of
Benefac-
tions,
1953-54

There was presented a list of Benefactions received by the University during the year 1953-54, totalling \$2,656,642.77.

54-10-56
Death of
Police
Constable
Cowie

In connection with the death of Police Constable J. W. Cowie, who died at the Varsity Stadium while trying to control a disturbance during the Interprovincial football game between Toronto Argonauts and Montreal Alouettes, the following memorandum addressed to the Chairman of the Board was presented:-

"Mr. Chairman:

I am sure all the Governors are deeply concerned, as I am, over the brutal death of a University Constable last Saturday at Varsity Stadium. While there appears to be great doubt as to the identity of those primarily responsible for the violence, it is clear from the statements of reliable witnesses that Constable Cowie died in the heroic discharge of his duties while in the employ of this University.

Much as we all must deplore this fracas as a further evidence of what seems to be an increasing incidence of mob violence, we should, I feel, be equally concerned over the fact that a husband and father has been killed, leaving a widow and four children. It is a sad commentary on our press, if I may say so, that although much prominence has been given to the treatment of two of the alleged rioters at the hands of the police, no expression of concern or sympathy has yet appeared, to my knowledge, over the fact that a man has been killed while acting in the interests of law and order and the public safety.

I have personal knowledge of the circumstances of Constable Cowie's wife and family, as Mrs. Cowie's sister was a classmate of mine in this University. Of the four children who are left, the eldest, a boy, is a first year student at Varsity, and another boy, aged twelve, is a spastic and mentally retarded. It is worth noting, I think, that Constable Cowie took up farming near Toronto in an effort to establish a suitable home for his children, particularly where the spastic would be cared for, as he is now completely dependent and cannot be left alone. He sought part-time employment as a University constable in order to supplement his income and to help pay off a mortgage on his farm. It is obvious that the widow is faced with heavy responsibilities which I feel should not only arouse our sympathy but our sense of responsibility as Governors.

It would seem to me that the circumstances

54-10-56
Death of
Police
Constable
Cowie
(Cont'd)

warrant exceptional action by way of compensation and assistance on the authority of this Board. I propose, therefore, that appropriate expression of sympathy be extended; that a statement be issued deploring in the strongest terms the occurrence on University property of the disgraceful incident; that ways and means be investigated at once by which compensation and assistance may be granted to the widow; and that the question of insurance for police officers in our employ be carefully and promptly investigated.

(Sgd) W. H. Clarke

October 28, 1954.

It was agreed to defer consideration of the matter until further information has been obtained following the enquiry to be conducted by the Attorney General in this matter.

The meeting adjourned at 6:25 p.m.

Minutes confirmed.

November 25th 1954

W. H. Clarke

Chairman

C. Higginsbotham

Secretary

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 25th, 1954, at 4 p.m.

Present -

The Chairman (Colonel Phillips)	Mr. Kelly
The President	Mr. Dalglish
The Chancellor	Mr. Vaughan
Dr. Sullivan	Mr. Bryce
Mr. Gordon	Dr. Samuel
Dr. Tory	Hon. Mr. Justice Hope
Mr. LaBine	Mr. Matthews
Mr. Urquhart	
	Mr. A. G. Rankin, Comptroller
	Mr. C. E. Higginbottom, Secretary

Dr. Bissell, Vice-President, in attendance

54-11-1
Minutes
Confirmed

The minutes of the previous meeting were presented and -

Upon motion of Mr. Bryce,
Seconded by Dr. Sullivan,
And unanimously carried,

were confirmed.

54-11-2
Leaves of
Absence

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, leave was granted to the following members absent from the previous meeting:-

Mr. Borden	Mr. Kelly
Mr. Duncan	Mr. LaBine
Mr. Fennell	Rt. Hon. Vincent Massey
Mr. Gordon	Mr. Matthews
Dr. Johnson	Dr. Sullivan

54-11-3
Royal
Conser-
vatory
of Music
Committee
Report
No. 3

In the absence of Dr. Edward Johnson, Chairman of the Committee, the President presented the Royal Conservatory of Music of Toronto Committee Report No. 3, and -

Upon motion of the President,
Seconded by Mr. Gordon,
And unanimously carried,

the report was adopted as follows:-

54-11-3
Conservatory
Committee
Report
(Cont'd)

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee reports that it held a meeting in the Board Room, Simcoe Hall, on Friday, November 19th, 1954, at 2:30 p.m., at which the following were present:-

Dr. Edward Johnson
(in the Chair)
The President

From the Conservatory:
Dr. Boyd Neel, Dean
Mr. J. F. Brook, Secretary-Treasurer

Mr. A. G. Rankin,
Comptroller
Mr. C. E. Higginbottom,
Secretary

Chairman's Items

1. Report of previous meeting

The report of the meeting held on June 17th, 1954, which had been submitted to and approved by the Board of Governors on June 24th, 1954, was presented and confirmed.

Arising from the report of the previous meeting, the following matters were referred to:-

Dean's Items

Clause 1 - Temianka

In connection with the appointment of Mr. Henry Temianka, the President informed your Committee that a change in the arrangements had been necessary, particularly with regard to the amount of time that Mr. Temianka was to devote to teaching at the Conservatory, and Dean Neel explained that he had arranged for some of the teaching to be done by Mr. Schneider when Mr. Temianka is not able to be present.

Clause 2 - Van Luven Estate

Your Committee was informed, in connection with a bequest of \$2,000 to the Conservatory under the Jane E. Van Luven Estate, that the Conservatory could use its own discretion with regard to what form the memorial to Helen Emily Van Luven was to take. No recommendation has been made as the money has not yet been received.

Clause 3 - Rotary Club Profits

Your Committee was informed that in accordance with the Board's authority, the \$500 received from the Rotary Club of Toronto was devoted to the Opera Class in the Summer School, and that the Summer School had been highly successful.

Clause 4 - Music Critics' Course

Dean Neel informed your Committee that he had notified the Press of the proposed Music Critics' Course and had received no replies in connection with his enquiries as to whether they were interested in the same. Your Committee recommends that the Board give authority for the conducting of the Course by the Dean, and that the Press be notified that the Course is being held.

Clause 5 - Scholarships

Your Committee recommends confirmation of the authority given by the Chairman of the Board of Governors and the President for a vote of \$10,000 for Scholarships for 1954-55, to be considered as an advance appropriation from the money to be collected by Mr. James Duncan for this purpose.

Dean's Items

1. Registration

The Dean gave a report on registration to October 15th, 1954, showing an increase in the School of Music from 5,020 in 1953-54 to 5,045 in 1954-55, and in the Faculty of Music Degree

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Courses from 64 in 1953-54 to 67 in 1954-55, while in the Diploma Courses there was an increase from 112 to 113.

2. Urgent Instrument Requirements

The Dean informed your Committee of the necessity for obtaining additional instruments, and your Committee recommends that consideration be given to this matter when the Budget for 1955-56 is being prepared.

3. Ideas for Revenue and Acquisition of More Space

The Dean emphasized the necessity of acquiring more accommodation for the Conservatory, and this matter was referred to the Chairman of your Committee, Dr. Johnson, for further consideration.

Secretary-Treasurer's Items

1. Financial Statements

Your Committee considered the Audited Financial Statements of the Conservatory for the year ended June 30th, 1954, which had previously been presented to the Board of Governors on October 28th, 1954, and which indicated an Operating Deficit of approximately \$19,000.

Your Committee also considered the Comparative Statement of Revenue and Expense for the period from July 1, 1954 to October 31, 1954, showing an improvement over the estimated situation for that period.

2. Summer School - 1954 Report and 1955 Estimates

Your Committee considered a report on the Summer School for 1954, in which Revenue was shown to be \$11,960, Expenditures to be \$11,428, resulting in a surplus of \$532.

The budget for 1955 was also presented, showing estimated Revenue of \$13,500, estimated Expenditures of \$12,985, and an estimated Surplus of \$515, and your Committee recommends this budget to the Board for approval.

The President commended the Chairman for his efforts in connection with the Summer School, and also for his undertaking to guarantee the venture, and recommends to the Board that its appreciation be extended to Dr. Johnson for his splendid success of the Summer School.

3. Reorganization of Examination Department

The question of the reorganization of the Examination Department and consideration of the Report which had been prepared by Henry A. Martin Limited for the Board of Governors in connection with the Royal Conservatory of Music were brought up for discussion, and were deferred for consideration until the next meeting of your Committee.

4. Appointments, Resignations and Transfers

Your Committee recommends to the Board confirmation of the following appointments and resignations in the Conservatory:-

Appointments

Name	Department	Effective Date/54	Annual Salary
Mrs. D. Cochram	Clerk, Forest Hill (part time)	Sept. 7	\$ 820
Mrs. E. Graham	Registration Desk (part time)	June 29	1,000
Mrs. M. Knight	Music Counter	Sept. 16	1,920
Mr. B. Lucassen	Mail Room	Sept. 20	1,920
Mr. J. S. Nall	Publicity (part time)	June 28	1,850
Miss B. Neff	Branch Supervisor's Secretary	Sept. 24	2,100
Miss L. Peters	General Office	June 23	1,920
Mrs. M. Sloat	Registration Desk	July 15	1,920
Mrs. D. Woollard	Registration Desk	June 22	1,920

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Resignations

Name	Department	Effective Date/54
Miss M. Gordon	Examination Department	Aug. 31
Mr. C. Glerum	Mail Clerk	Sept. 20
Mrs. E. Hall	Registration Desk	Nov. 30
Miss P. Hebden	Travelling Representative	June 22
Miss M. Lovell	Branch Supervisor's Secretary	Sept. 30
Miss J. Markle	Stenographer to Miss Hebden	June 22
Miss B. Pitt	Registration Desk	June 30
Mrs. D. Woollard	Registration Desk	July 7

5. Scholarship Awards and Other Trust Fund Matters

A list of scholarship awards which had been previously considered and recommended by the Scholarship Committee of the Conservatory, consisting of the following members -

F. C. Silvester
Ettore Mazzoleni
Arnold Walter
J. F. Brook
Boyd Neel

was presented for the consideration of your Committee, and is now recommended to the Board for approval.

Your Committee also recommends that authority be given for the transfer of \$500 from the Harris Fund to the C. R. Burroughes Scholarship Fund.

6. Frederick Harris Music Co. Ltd. - Waiver of Royalties

In order to have further copies of Conservatory Grade Books No. 9 and No. 10 available until such time as the revised books are ready, your Committee recommends to the Board the 'Waiver of Royalties' from the Frederick Harris Music Co. Ltd. on sales of Grade Books No. 9 and No. 10 until the revised books are ready for sale, providing the Frederick Harris Music Co. Ltd. immediately order a reprint of 500 copies of the said books.

7. Banking Authority

Upon motion of the President, your Committee recommends to the Board that the following authority be used for the bank accounts at the Royal Conservatory of Music:-

1. All cheques, drafts and orders for the payment of money drawn on any bank account of the Royal Conservatory of Music of Toronto, now existing or hereinafter created, shall be signed by -
 - (1) Any two of the Chairman of the Board, the President, the Comptroller, and the Assistant Comptroller of the University, and the members of the Board of Governors, or
 - (2) The Dean or the Secretary-Treasurer of the Conservatory when countersigned by anyone in (1) above, or
 - (3) The Dean and the Secretary-Treasurer of the Conservatory for an amount not exceeding four thousand dollars, or
 - (4) The Accountant or the Assistant Accountant of the Conservatory when countersigned by the Dean or the Secretary-Treasurer, for an amount not exceeding one thousand dollars,
 provided that transfers in any amount between bank accounts in the same Chartered Bank may be signed by any two of the Dean, the Secretary-Treasurer and those listed in (1) above.
2. The Comptroller or the Bursar of the University shall inform the bank of the names of those persons who are holders from time to time of the positions authorized as signing officers in the preceding section.

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3. The Comptroller of the University or the Secretary-Treasurer of the Conservatory shall designate to the bank the persons who from time to time shall be authorized to make deposits or to sign the bank receipt upon the collection of the monthly bank statements and paid vouchers.
4. The Bank's monthly verification form shall be signed by any two signing officers as listed in 1 above.
5. Nothing in this resolution shall be construed as authorizing any person or persons to overdraw any bank account of the Conservatory or on behalf of the Conservatory to arrange for any loan from any bank or other lender. Sole authority for borrowing funds in any manner whatsoever is vested in the Board of Governors of the University of Toronto and may be exercised only by means of a specific resolution of the Board.
6. All bank accounts of the Conservatory existing as of the date of this resolution are hereby continued and shall be subject to the terms of this resolution. The Comptroller of the University, upon his own signature when countersigned by another of the signing officers listed in 1 (1) above, may open such additional bank accounts or close any bank account as he may deem expedient without further resolution of the Board. He shall however be required to report such action to the next meeting of the Conservatory Committee of the Board of Governors.

NOTE: At the present time the following accounts are open in the name of the Conservatory:-

General Account	-	Canadian Bank of Commerce, Yonge & College Branch
Salary Account	-	do.
Scholarship Account	-	do.
Scholarship Account (Savings)	-	Guaranty Trust Company of Canada, 70 Richmond St. W.

8. Investment Transactions

There was reported to your Committee the confirmation by the Board at its last meeting of the following investments:-

Sale
\$8,000 3% Government of Canada due Feb. 1, 1962 @ \$101.70

In view of the fact that there was not a quorum present at the meeting, these recommendations are presented to the Board for its approval.

The Committee adjourned at 4:30 p.m. to meet again, possibly on Friday, December 17th.

All of which is respectfully submitted.

(Sgd) Edward Johnson
Chairman of Committee
(Sgd) C. E. Higginbottom
Secretary"

November 19th, 1954

In accordance with the recommendation of the President as set out in the foregoing report, the Board was pleased to extend its appreciation to Dr. Johnson on the success of the Summer School, and its gratitude for his underwriting for several years the financing of the Summer School.

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There was presented to the Board the following material in connection with the Royal Ontario Museum:-

- (a) Memorandum relating to the Reorganization of the Museum, including a proposed By-Law to replace the present By-Law IX.
- (b) Proposed amendment to the Royal Ontario Museum Act, 1947.
- (c) Resolution received from the Museum Board concerning salaries.

The Chairman explained that copies of the memorandum had been distributed to the members of the Board to enable them to become familiar with the matter and to be able to discuss it at the meeting, and that if approved, legislation would be prepared to cover the same.

On motion of Mr. Urquhart,
Seconded by Mr. Matthews,
And unanimously carried,

the Board agreed in principle to the Memorandum, the proposed By-Law and the proposed amendment to the Museum Act, as set out below:-

MEMORANDUM RELATING TO THE REORGANIZATION OF THE ROYAL
ONTARIO MUSEUM

Pursuant to the discussion at the meeting of the Board of Governors held on October 28th, 1954, of a reorganization of the Royal Ontario Museum and the Chairman's undertaking to present to the Board a memorandum relating to that matter, there are set out hereunder certain proposals for the consideration of the Board. This item will be on the agenda of the meeting of the Board to be held on November 25th, 1954.

As it is apparently impossible to plan for an autonomous governing body for the Museum independent of the Board of Governors of the University, it is necessary to take as a starting point in any scheme of reorganization of the Museum that it must remain under the Board of Governors.

For the promotion of the welfare and progress of the Museum, there shall be maintained a standing committee of the Board of Governors for the Museum. It is proposed that the Royal Ontario Museum Act, 1947, be amended to empower the Board of Governors to establish a standing committee to be known as the Museum Board, composed of fifteen members as follows:-

- (a) The Chancellor, the President and the Chairman of the Board of Governors (ex officio);
- (b) Five members of the Board of Governors, to be appointed annually by the Board of Governors;
- (c) Seven persons, to be appointed annually by the Board of Governors, who are not members of the Board of Governors; one of such persons shall be appointed by the Board of Governors on the nomination of the Principal of Queen's University, and one of such persons shall be appointed by the Board of Governors on the nomination of the President of the University of Western Ontario.

Five of the seven members provided for in (c) above shall be chosen from the public, having in mind persons with some particular interest in Museum affairs, for example, representatives of industries dependent on conservation programmes

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(agriculture, mining, lumbering, paper, etc.); representatives of industries in which design is an important factor of production (textiles, furniture, glass and ceramics, publications); representatives of persons interested in the collection of objects privately or publicly; as well as persons of influence in the handling of established trusts.

The Museum Board, immediately after its establishment, shall examine the recommendation of Mr. J. G. Glassco as set forth in his report to the Board of Governors bearing the date of July 29, 1954, except in so far as those recommendations relate to the structure and powers of the Museum Board and its relations with the Board of Governors and with any part of the University. When its examination of those recommendations is completed, the Museum Board shall report thereon to the Board of Governors.

For the guidance of the Museum Board it is declared that the Board of Governors is not in favour of the recommendation that the Museum be developed as a Museum of Natural Science. The Board of Governors proposes that the three main divisions of the Museum - the Museums of Archaeology, Geology and Mineralogy, and Zoology and Palaeontology - be continued, and that there be a fourth main division to be known as the Division of Education. The right to change from time to time the internal structure of the Museum shall be vested in the Board of Governors. The Board of Governors is not in favour of appointing a Comptroller for the Museum, and it proposes that there shall be an Executive Secretary whose appointment and duties will be subject to the provisions of the By-Laws of the Board.

The Board of Governors, moreover, is of the opinion that the Museum shall not be designated as either a public or a university museum. The Board of Governors believes that these two purposes may be articulated and be complementary to each other, as was envisaged in the statement of objectives in The Royal Ontario Museum Act, 1947.

The Board of Governors is resolved that there shall be appointed as soon as possible an administrative head of the whole Museum with responsibilities relating to its four main divisions, to be known as the Director of the Royal Ontario Museum.

The main features of the proposed reorganization may be summarized as follows:-

1. No Basic Change in the Museum Act

The proposals will not require any basic change in the present Royal Ontario Museum Act, 1947.

2. New Set of By-Laws for the Museum Board

The Royal Ontario Museum Act, 1947, provides that the management of the Museum is to be in the hands of a body to be known as the Museum Board, and that "subject to the approval of the Board of Governors, the Museum Board may make such by-laws, rules and regulations as it may deem necessary". Therefore, the present General By-Laws of the Royal Ontario Museum shall be repealed and replaced by new by-laws consistent with certain by-laws of the Board of Governors which regulate subsidiaries.

3. New Royal Ontario Museum By-Law

A new By-Law of the Board of Governors to regulate the affairs of the Museum is attached in draft form. It provides for the appointment, on the recommendation of the President, of one director with responsibility for the four main Divisions of the Museum. He shall be the chief executive officer of the Museum.

4. A Council of the Royal Ontario Museum

The new By-Law of the Board of Governors will also provide for the establishment of a Council of the Museum. The purpose of the Council will be to advise the President of the University and the Chief Executive Officer of the Museum on matters of an academic and scientific nature. The Chairman of the Council shall be the President of the University. Other members shall be:-

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The Director of the Royal Ontario Museum
 The Chief of the Museum of Archaeology
 The Chief of the Museum of Geology and Mineralogy
 The Chief of the Museum of Zoology and Palaeontology
 The Chief of the Division of Education
 The Dean of the Faculty of Arts

Four of the following, to be appointed annually by the Board of Governors:-

The Head of the Department of Anthropology
 The Head of the Department of East Asiatic Studies
 The Head of the Department of Geological Sciences
 The Head of the Department of Zoology
 The Head of the Department of Art and Archaeology
 The Head of the Department of Oriental Languages
 The Head of the Department of Classics

It is the intention that all matters involving the co-operation of Departments in the Faculty of Arts and in the School of Graduate Studies with the divisions of the Museum shall be considered by the Council of the Museum, e.g., the collection policies, research programmes, instruction and training, cross appointments, etc. All appointments of professional staff in the Museum would be made by the Museum Board on the recommendation of the Director with the prior approval of the President. Chiefs of the main divisions, and curatorial staff in the main divisions of the Museum, shall be recommended for cross appointments in the appropriate Departments in the Faculty of Arts, with or without salary, and shall hold academic rank consistent with their qualifications, their experience, and their rank in the Museum. In this manner the senior professional staff of the Museum will become members of the academic staff, and the interests of the Museum, the Faculty of Arts and the School of Graduate Studies will be better co-ordinated.

The results of these proposals should be:-

- (a) The internal administration of the Museum will be greatly strengthened by the appointment of one chief executive officer.
- (b) The relationship of the Museum Board and the Board of Governors will be well defined.
- (c) The academic interests of certain Departments in the Faculty of Arts and in the School of Graduate Studies will be effectively integrated with the scientific interests of the Museum through the medium of the Council of the Royal Ontario Museum.

BY-LAWS OF THE BOARD OF GOVERNORS

UNIVERSITY OF TORONTO

PROPOSED BY-LAW TO REPLACE PRESENT BY-LAW IX

IX.

THE ROYAL ONTARIO MUSEUM

- (1) In accordance with the provisions of the Royal Ontario Museum Act, 1947 (amended 1954) there shall be a standing committee of the Board to be known as the Museum Board which shall be composed of fifteen members as follows:-
 - (a) The Chancellor, the President and the Chairman of the Board shall be ex officio members of the Museum Board.
 - (b) Five members of the Board shall be appointed annually by the Board as members of the Museum Board.

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- (c) Seven members of the Museum Board shall be appointed annually by the Board and shall be persons who are not members of the Board, but one of such persons shall be appointed by the Board on the nomination of the Principal of Queen's University and one of such persons shall be appointed by the Board on the nomination of the President of the University of Western Ontario.
- (2) The members of the Museum Board other than the ex officio members shall hold office during the pleasure of the Board.
- (3) Notwithstanding any vacancy in the Museum Board, as long as there are at least nine members it shall be competent for the Museum Board to exercise its full powers.
- (4) Five members of the Museum Board shall constitute a quorum.
- (5) The Chairman and the Vice-Chairman of the Museum Board shall be appointed by the Board from among the members of the Museum Board who are members of the Board.
- (6) The Royal Ontario Museum shall be carried on and managed by the Museum Board subject to the provisions of this By-Law and By-Law X of the Board, which shall become by-laws of the Museum Board.
- (7) Subject to the approval of the Board, the Museum Board may make such by-laws, rules and regulations as it may deem necessary.

THE DIRECTOR OF THE ROYAL ONTARIO MUSEUM

- (8) There shall be a Director of the Museum who shall be appointed by the Board on the recommendation of the President. The Director shall be the chief executive officer of the Museum and shall be directly responsible to the Museum Board. He shall have such responsibility and authority as may be delegated to him from time to time by the Museum Board within the scope of its own authority. The Museum Board shall be responsible for setting out to the Director from time to time an explicit statement in writing of such responsibility and authority.

THE EXECUTIVE SECRETARY

- (9) There shall be an Executive Secretary of the Museum whose appointment and duties must conform with By-Law X. The Executive Secretary will perform such other duties as may from time to time be assigned by the Museum Board.

STAFF AND APPOINTMENTS

- (10) The Museum Board shall be responsible for the co-ordination of the wage, salary and compensation structure of the Museum with that of the University, having regard to respective terms and conditions of employment.
- (11) The Museum Board shall have authority to appoint the professional staff of the Museum on the recommendation of the Director subject to the prior approval of the President. The terms and conditions of employment of members of the professional staff shall be correlated as closely as possible to the terms and conditions under which corresponding staff may be employed by the University. The employment of non-professional staff shall be subject to such regulations as the Museum Board deems necessary from time to time and within the terms of such regulations authority in respect of such employment may be delegated as the Museum Board sees fit.

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COUNCIL OF ROYAL ONTARIO MUSEUM

- (12) There shall be a Council of the Royal Ontario Museum for the purpose of integrating and co-ordinating the activities of the Museum and the Faculty of Arts and the School of Graduate Studies in respect of scientific and instructional matters. It will be the function of the Council to consider and make recommendations to the President and to the Director of the Museum with respect to collection and exhibition policies, research programmes, instruction of students, staff training and cross appointments. The directors and curatorial staffs of the departments of the Museum shall be recommended for cross appointments in the appropriate departments of the Faculty of Arts with or without salary and shall hold academic rank consistent with their qualifications.

The allocation of gallery space, the allocation of lecture rooms and all matters involving the co-operation of the departments of the Faculty of Arts and the Museum shall be considered within the Council.

The President shall be Chairman of the Council. Other members of the Council shall be:-

The Director of the Royal Ontario Museum

The Dean of Arts

The Chiefs of the four divisions of the Museum

Four of the heads of the departments of -

Anthropology

Art and Archaeology

East Asiatic Studies

Geological Sciences

Classics

Oriental Languages and

Zoology

to be appointed annually by the Board.

- (13) BUDGET AND BUDGET CONTROL

The operation of the Museum shall be based on a budget approved by the Board.

The budget as recommended by the Museum Board shall be forwarded to the Comptroller for consideration by the Finance Committee not later than March 30th of every year. When the budget as submitted or varied is approved by the Board it shall constitute the basis for the financial control of operations of the Museum and the authority for expenditures embodied therein without further reference to or approval by the Board.

The budget shall set forth in all necessary detail the financial requirements of the Museum for the ensuing year and without limiting the generality of the expression "financial requirements" shall include the necessary detail in relation to normal capital expenditure requirements.

Transfers between appropriations within the budget may be made without reference to the Board as follows:-

(a) transfer of sums up to \$200 when authorized by the Director of the Museum and the Comptroller;

(b) transfers up to \$1,000 when authorized by the Museum Board and the Comptroller notified in writing.

BOOKS, ACCOUNTS AND ADMINISTRATIVE PROCEDURES

- (14) (a) The books and accounts of the Museum shall be kept by the University under the direction of the Comptroller who shall render monthly and annual financial statements

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to the Director for submission to the Museum Board.

(b) All monies, cheques, drafts and orders for the payment of money shall be deposited as soon as possible after the same have been received to the credit of the Board in a chartered bank or trust company approved by the Board.

(c) All disbursements on behalf of the Museum except payments from any petty cash fund shall be made by the Comptroller's Department upon the written request of or other authorization by the Directors of the various Museum departments, the Executive Secretary or the Superintendent of Buildings and Grounds of the University, provided that such payments fall within the limits of their individual budgets as approved from time to time by the Board.

(d) The Director and the Executive Secretary will be responsible for administering the affairs of the Museum in conformity with the procedures, practices and principles as established from time to time by the Comptroller and without limiting the generality of the foregoing, this shall include purchasing and personnel procedures.

(e) Except as otherwise provided in these By-Laws no person shall have the power to pledge the credit of the Museum or of the Board and shall not without the express approval of the Museum Board and of the Board make any purchase or incur any indebtedness or liability except as provided in the annual budget approved by the Board.

(f) The Executive Secretary will furnish to the Comptroller a copy of the minutes of each meeting of the Museum Board.

TRUST FUNDS

- (15) (a) The Board shall keep a record of all gifts, devises or bequests of money or securities for money made to or intended for the Museum and which are held from time to time by the Board and of the disposition of the capital and revenue thereof.
(b) The Board shall deal with such gifts, devises or bequests in accordance with the terms of gift.

BUILDINGS AND GROUNDS

- (16) The Superintendent of Buildings and Grounds of the University shall be responsible for the caretaking and supervision of the buildings and grounds used and occupied by the Museum and shall have control of guards, watchmen and cleaners.

MEMBERSHIP PLAN

- (17) The Museum Board shall have power to make regulations governing the election as members or patrons of the Museum of individuals who have rendered distinguished service to the Museum either by obtaining material for the Museum or by the presentation of money or valuable specimens and for the establishment of other grades or classes of membership and the terms and conditions upon which such membership may be granted.

AN ACT TO AMEND THE ROYAL ONTARIO MUSEUM ACT, 1947

HER MAJESTY, by and with the advice and consent of the legislative Assembly of the Province of Ontario, enacts as follows:-

1. Section 3 of The Royal Ontario Museum Act, 1947 is repealed and the following substituted therefor:-

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3. (1) There shall be a board of directors of The Royal Ontario Museum to be known as the Museum Board which shall be composed of fifteen members.	Museum Board
(2) The Chancellor of the University of Toronto, the President of the University of Toronto and the Chairman of the Board of Governors shall be ex officio members of the Museum Board.	Ex Officio Members
(3) Five members of the Museum Board shall be appointed by the Board of Governors and shall be members of the Board of Governors.	Appointed Members
(4) Seven members of the Museum Board shall be appointed by the Board of Governors but shall not be members of the Board of Governors, but - (a) one of such seven members shall be appointed on the nomination of the Principal of Queen's University; and (b) one of such seven members shall be appointed on the nomination of the President of the University of Western Ontario.	Idem
(5) The members of the Museum Board other than the ex officio members shall hold office during the pleasure of the Board of Governors.	Tenure of Office
(6) Notwithstanding any vacancy in the Museum Board, as long as there are at least nine members, it shall be competent for the Museum Board to exercise its powers.	Minimum Membership
(7) Five members of the Museum Board shall constitute a quorum.	Quorum
2. Sections 5 and 6 of The Royal Ontario Museum Act, 1947 are repealed and the following substituted therefor:-	1947 c.96, ss.5,6. re-enacted
5. The Royal Ontario Museum shall be carried on and managed by the Museum Board in accordance with this Act and any by-laws that may be enacted from time to time by the Board of Governors relating to the carrying on and management of The Royal Ontario Museum.	Management of Museum
6. The Museum Board may make such rules and regulations as it may deem necessary that are not inconsistent with any by-law made under section 5.	Rules and Regulations
3. This Act comes into force on the day it receives Royal Assent.	Commencement
4. This Act may be cited as <u>The Royal Ontario Museum Amendment Act, 1955.</u>	Short Title

Regarding the following resolution
received from the Museum Board concerning salaries, the
Chairman directed that a survey of salaries and a position

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(Cont'd)

analysis similar to the study made of non-academic, non-unionized positions at the University be carried out for the Royal Ontario Museum and the Comptroller report the results of the survey to the Board in due course:-

"This Board strongly recommends to the Board of Governors of the University of Toronto that it make a full investigation of the salaries of the non-academic, non-unionized members of the staff of the Royal Ontario Museum, along similar lines to the investigation undertaken last year for the University of Toronto by a firm of Management Consultants."

54-11-5
Toronto
General
Hospital
Board of
Trustees

On motion of Mr. Bryce,
Seconded by Mr. Gordon,
And unanimously carried,

the following Governors were re-appointed to the Toronto General Hospital Board of Trustees for a further three years from January 1955:-

The Chairman of the Board
The President
Dr. J. S. D. Tory
Mr. O. D. Vaughan
Mr. C. F. W. Burns

54-11-6
Financial
State-
ments for
year ended
June 30,
1954

In connection with the Financial Statements of the University for the year ended June 30th, 1954, there were presented the following:-

- (a) Audited Financial Statements
- (b) Auditor's Report to the Chairman
- (c) Trust and Trust Endowment Funds Statements

On motion of Mr. Gordon,
Seconded by Dr. Tory,
And unanimously carried,

the Financial Statements were accepted and tabled.

The Chairman asked the members to take copies of the statements with them, and any questions arising therefrom could be discussed at the next meeting.

54-11-7
Pension
Plan for
Pressmen

Following the statement in Press Committee Report No. 31 to the effect that it appeared further consideration would very shortly have to be given to the granting of demands for pensions to the Pressmen, Mr. Justice Hope, Chairman of the

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Pension
Plan for
Pressmen
(Cont'd)

Press Committee, informed the Board that as a result of meetings held, the Director of the Press had transmitted to him the proposed Pension Agreement with the Toronto Printing Pressmen's and Assistants' Union No. 10, and a Trust Agreement with the Canada Trust Company, together with the following notes re the Pension Agreement for the consideration of the Board:-

1. ADMINISTRATION

- (a) Management of the plan will be handled by a Joint Committee of six, of which three will be employers and three union representatives.
- (b) The Committee have appointed Wm. M. Mercer Ltd. as Administrator of the fund to handle all business arrangements.
- (c) The Committee has appointed the Canada Trust Co. as Trustee of the funds of the plan.
- (d) In cases of non-agreements in the Committee an arbitrator will be appointed by the Administrator. The arbitrator's decisions will be final.
- (e) The plan applies to Metropolitan Toronto only.
- (f) Union membership of an employee is not a factor in the agreement.
- (g) The pension agreement is not to be an issue in Collective Bargaining for a period of ten years except by mutual agreement.
- (h) If an employer participates in the plan, all of his pressroom employees must participate.

2. FINANCING

- (a) Fees and expenses of the Trustee are to be met out of the fund contributions.
- (b) Costs and fees of the Administrator are to be paid by assessments against the employers which are not to exceed 01¢ per hour per employee.
- (c) Remuneration and expenses of members of the Joint Committee will be paid by the employers or union, each for their own representatives.

3. CONTRIBUTIONS

By the employers - 06¢ per hour, per employee, plus the 01¢ per hour referred to under "Financing", effective October 16, 1954.

By the employee - 06¢ per hour, effective January 1, 1955.

No liability exists other than the above.

4. BENEFITS

- (a) Retirement age will be 70 years with optional retirement from 65 - 70 at reduced rates of pension.
- (b) The benefits are from two sources.
- (c) From the employers' contribution - \$2.40 per month multiplied by years of service with maximum of 33 years (\$79.20).
From the employees' contribution - \$2.58 per month multiplied by the years contributions have been made.
- (d) An employee's contribution (only) vests in the employee and if he leaves the industry, or dies, he will receive his contributions plus 3% interest per annum less any benefits received.
- (e) An employee may elect to include his spouse on a joint pension basis if desired.

54-11-7
Pension
Plan for
Pressmen
Cont'd

5. SERVICE

- (a) Credit will be given for past years' service in the industry served since reaching the age of 45 years - maximum credit 25 years (70-45).
- (b) Future credit on basis of full years of 2,080 hours or portion thereof.

6. RECOMMENDATION

As previously reported, the Collective Agreement between the Employing Printers of Toronto and the Toronto Printing Pressmen and Assistants' Union No. 10, contains the following provisions:

"22. Industry-wide Pension

A. The parties hereto agree to commence, forthwith after the signing of this agreement, to negotiate the terms of an industry-wide pension plan, which is to come into operation on or before, but not later than, the 16th day of October, 1954. The parties will each appoint a committee forthwith with authority to negotiate said pension plan.

B. The employers hereby agree to contribute six (6) cents per hour per employee to such pension fund, commencing with the first pay after the said plan comes into operation in accordance with the preceding paragraph. The employers further agree to pay the total cost of administering the said pension plan, provided that such cost shall not exceed one (1) cent per hour per employee.

C. In the case of any employer who fails to participate in the said pension plan, he shall pay his employees a wage increase of seven (7) cents per hour in lieu thereof commencing with the date on which the said pension plan comes into operation; provided that an employer who already has a pension plan whose features are no less favourable than the industry-wide plan to be negotiated may retain his own plan without having to pay the wage increase provided in this paragraph.

It is, however, understood that both parties to this agreement shall make every effort to integrate existing pension plans into the industry-wide plan as rapidly as possible.

D. The employers further agree that should it, for any reason, be found impossible to institute the said industry-wide pension plan by October 16, 1954, they shall pay their employees a wage increase of seven (7) cents per hour commencing with the said date, in lieu thereof."

The University of Toronto Press is one of fifty firms who are parties to the above Collective Agreement. At a general meeting of employers on November 19, held to approve the pension agreement, all firms present were polled to determine the intentions of each with respect to participation in the plan. The results of this polling confirmed the fact that virtually all employers will participate, or where company pension plans exist that they will participate subject to satisfactory arrangements for integration of such plans with the industry-wide plan being made. The University of Toronto Press requested time to secure ratification by the Board of Governors, which request was granted for "a limited period".

It is to be noted that the pension plan proposed enjoys the almost unanimous support of employers and employees (the Union) in the Toronto area. Since under the present Collective Agreement, new employees are normally supplied by the Union, it is to be observed that lack of a pension plan in the pressroom of the University of Toronto Press would aggravate the personnel problems in that department, perhaps most seriously. The Pension Committee of the Employers, the Industrial Relations Counsel for

54-11-7
Pension
Plan for
Pressmen
(Cont'd)

the Employers, the Chairman of the Employers' Negotiating Committee, and the Union have (separately) emphasized the importance, to the employer, of participation in the plan.

It should also be noted that, in the absence of a pension plan already in force, the option lies between participation in the industry-wide plan and payment of the additional hour rate. It is also observed that participation will be less costly than hourly wage increase in connection with overtime hours worked.

On motion of Mr. Justice Hope,
Seconded by Mr. Dalglish,
And unanimously carried,

the Board adopted the recommendation of the Director of the University Press that he be authorized to participate in the Pension Plan as negotiated between the Employers and the Union, the effective date for contributions by the employer to be October 16th, 1954, and by the employee January 1st, 1955.

54-11-8
Athletic
Association
re-
payment
on Stadium
Loan

The Board was informed of the receipt of a cheque for \$10,000 from the Athletic Association as a repayment in 1954-55 on the Stadium Loan, and the Chairman extended congratulations on behalf of the Board to the Athletic Association for this further repayment.

54-11-9
Orde St.
Properties

In connection with the acquisition by the University of Nos. 12, 14 and 16 Orde Street, the following information was presented to the Board:-

<u>Orde Street Acquisition</u>			- June - August 1954
No.	Lot Size	Assessment	Price Paid
12	25' x 120'	\$ 6,200	\$25,000
14	24'6" x 116'	5,550	16,000
16	20'3" x 116'	5,379	18,000
	70' frontage	\$17,029	\$59,000

Condition of Houses

The condition of the three houses is such that the sum required to make them habitable would far exceed the acquisition price. The wiring, plumbing and heating in all three houses would have to be renewed. Chimneys, roofs and brick work require immediate attention. The size of the rooms, halls and stairways do not lend themselves to our purposes. It would appear uneconomical to spend any monies on these houses.

Possible Use

Area could be rented as a parking lot, possibly to the Ontario Hydro.

On motion of Mr. Bryce,
Seconded by Mr. Vaughan,
And unanimously carried,

authority was given for the demolition of these buildings.

54-11-10
Dental
Building
Site

The Chairman informed the Board of the situation regarding the site for the Dental Building, and stated that he was awaiting information from Prime Minister Frost in connection with the same.

54-11-11
Letters
of thanks
and appreciation

Letters of thanks and appreciation were presented from -

- (a) Mrs. O. D. Vaughan for her appointment to the Museum Board
- (b) Mrs. G. Norwood for resolution regarding the late Professor Norwood
- (c) Mrs. D. T. Fraser for resolution regarding the late Professor Fraser

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, recommendations of the President were approved as follows:-

54-11-12
Appoint-
ments

(a) Appointments - 1954-55:

Faculty of Arts

- | | | |
|-----------------|-------------------------------|----------------|
| B. V. Gillson | - Assistant in Anthropology | \$ 300 |
| Miss R. Zimring | - Demonstrator in Botany, | |
| | Oct. 1 to May 31 | 300 |
| H. Merten | - Research Associate in Chem- | |
| | istry, Aug. 1, 1954 to | |
| | July 31, 1955 | without salary |

Geological Sciences:

- | | | |
|----------------|--------------|-------|
| P. E. Giblin |) Assistants | \$400 |
| W. J. Matthews | | 400 |

Philosophy:

- | | | |
|--------------|------------------------|-----|
| C. F. Poole |) Assistants | 200 |
| C. W. Webb | | 200 |
| K. M. Eisele | - Assistant in Physics | 250 |

Political Economy:

- | | | |
|-------------|--------------|----------------|
| D. Hill | - Instructor | without salary |
| N. Bulmanis | - Assistant | \$250 |

Faculty of Medicine:

- | | | |
|-----------------|--------------------------------------|---------------|
| A. S. Richmond | - Technician in Anatomy, Oct. 1 | |
| | to June 30 | \$810 |
| L. Woizeckowich | - Laboratory Attendant and Assistant | |
| | Animal Room Attendant in Biochem- | |
| | istry, from Nov. 8, | |
| | 1954 | \$150 a month |

Otolaryngology:

- | | | |
|------------------|----------------------|----------------|
| C. A. Rae |) Graduate Lecturers | |
| D. E. S. Wishart | | without salary |

Psychiatry - Mental Health Grant:

- | | | |
|-------------------|------------------------------------|----------------|
| Mrs. Helen Ramsay | - Secretarial Assistant, Oct. 1 to | |
| | Mar. 31 | \$2,000 a year |
| Miss H. I. Bozin | - Clerk-Stenographer, Nov. 1 to | |
| | Mar. 31 | \$2,000 a year |

Physical and Occupational Therapy:

- | | | |
|------------------|------------------|------------------|
| Mrs. W. M. Brown |) Demonstrators, | \$1,100 |
| Miss L. Haslam | | Oct. 1 to May 31 |

54-11-12
Appoint-
ments
(Cont'd)

Faculty of Applied Science and Engineering:

D. J. McConnell - Senior Mechanician in Applied Physics, from July 1, 1954 \$1,855 a year

Chemical Engineering: - Demonstrators
F. P. Donovan) Nov. 8 to Mar. 31 \$1,334.67
G. K. Martin) 1,334.67
I. J. O. Korchinski - Nov. 16 to Mar. 31 \$225
L. Mezei - Nov. 1 to Dec. 31 560
R. C. D. Wylie - Oct. 1 to Apr. 30 560

Civil Engineering:
C. P. Fisher) Demonstrators, .100
W. B. Watson) Oct. 15 to Apr. 15 100
D. J. McConnell - Mechanician 1,855

Faculty of Dentistry:

Orthodontics:

A. L. Posen - Associate, Sept. 1 to June 30 1,355
A. Jarvis - Research Assistant, without Nov. 1 to June 30 salary

Instructors:

J. A. Langmaid - Nov. 22 to May 13 \$165
H. W. Shanks - Nov. 29 to May 20 165
D. B. McAdam - Demonstrator in Radiology Nov. 1 to May 31 \$720

School of Law:

J. P. Nelligan - Special Lecturer 800

School of Architecture:

A. Floyd - Special Lecturer, Nov. 15 to Mar. 31 \$1,000
Miss J. Tyrwhitt - Research Associate 4,500

Institute of Child Study:- Mental Health Grant

Mrs. Joyce Wry - Assistant, Clinical Records, Apr. 1 to Mar. 31 \$300
Miss E. Macfarlane) Research Assistants, 300
Mrs. P. Karal) Apr. 1, 1954 to Mar. 300
G. Newton) 31, 1955 300

Institute of Business Administration:

E. M. Ballon - Special Lecturer \$2,000
Assistants:
R. S. Hurlbut) 500
P. Ratcliff) Oct. 1 to Mar. 31 250
Mrs. J. Ratcliff) 250

Department of University Extension:

J. R. Coulter - Associate Director, from Jan. 1, 1954 \$6,500 a year
P. Guttman - Supervisor of Correspondence Courses Division, from Nov. 6, 1954 \$4,200 a year

University Library:

Mrs. H. R. MacCallum - Assistant, Nov. 15 to June 30 \$155 a month

Department of Athletics and Physical Education - Men:

Mrs. N. Penny - Secretary, Sept. 1 to June 30 \$1,360

54-11-13
Resigna-
tions

(b) Resignations:

Faculty of Arts:

R. Holod - Technical Assistant in Zoology (salary \$2,004) Oct. 15, 1954

Faculty of Medicine:

A. Elsmore - Assistant Animal Room Attendant in Biochemistry (salary \$2,040) Oct. 31, 1954
Miss A. Chruszcz - Technical Assistant in Neuro-pathology (salary \$1,824) Nov. 30, 1954

54-11-13
Resigna-
tions
(Cont'd)

Faculty of Dentistry:

Miss K. I. Ardagh

- Assistant in the Library (salary
\$2,600) Nov. 30, 1954

Office of the Registrar:

Mrs. G. K. Peace

- Clerk (salary \$1,980)
Dec. 15, 1954

54-11-14
Univer-
sity
Extension
Courses

(c) University Extension Courses:

Evening Certificate Course in Business:

F. N. Beard	- Course Director	\$100	
	Accounting 1 (a)	200	
	Accounting 1 (b)	200	\$500
S. G. Triantis	- Economics		200
C. J. Slattery	- Marketing		200
S. M. Tobin	- Human Problems of Administration		200
G. H. Ward	- Corporation Finance		200
O. W. Main	- Business Organization		200
J. G. Torrance	- Mercantile Law		200
W. C. Jones	- Psychology		200
W. D. Davidson	- Production		200

Courses in Business and Industry:

W. J. McCreight	- Accounting I		440
R. V. McLaughlin	- Fundamentals of Cost Accounting		440
D. B. Morin	- Accounting II		440
E. W. Scott	- Advanced Cost Accounting		440
F. R. Hume) Industrial Legislation		220
R. I. Martin)		220
H. E. Bulmer	- Industrial Organization and Management		440
S. H. Henry	- Business Mathematics		440
B. J. Dempsey	- Human Relations		160
J. K. Punchard) Taxation		80
S. Thom)		80
G. G. Fisch	- Company Organization and Administration		160
G. Moller	- Management Accounting	\$160	
	Estimated Travelling Expenses	52	212
J. E. Howse	- Introductory Accounting		400
J. C. Sawatsky	- Advanced Accident Prevention	\$ 25	
	Public Administration	25	50
E. O. Nettleton	- Advanced Accident Prevention	\$ 20	
	Estimated Travelling Expenses	20	40
W. S. McLaughlin)		20
G. R. Stephens)		20
P. Dewar)		20
J. Dayes)		10
R. Law)		10
A. Pybus) Advanced Accident		10
E. G. Turner) Protection		20
V. J. Doody)		20
A. G. MacDonald)		10
W. J. Johnston)		10
W. Kerr)		10
J. M. Bowman) Advertising		840
J. A. M. Galilee)		440
A. J. J. Kravetz)		360
L. E. Jones) Applied Science for		360
F. C. Hooper) Heating and Power		360
W. H. MacElhinney)		360

54-11-14
University
Extension
Courses
(Cont'd)

Courses in Business and Industry (Cont'd):

Mrs. Helen Tucker	- Business Communica- tions	\$250	
	Executive Develop- ment	<u>25</u>	\$275
Miss J. Arrowsmith	- Business Communications		200
R. G. Johnson)		20
W. Dawson)		20
J. R. Brown)		20
J. E. Murphy)		20
L. Lyne)		20
J. F. Moeser) Construction Management		40
J. J. Pigott)		20
J. B. Parkin)		40
J. R. O. Counsell)		20
C. D. Carruthers)		20
J. H. Ross)		20
M. McMurray)		20
J. M. Soules)		40
J. G. McKnight	- Cost Accounting	\$400	
	Executive Develop- ment	<u>20</u>	420
J. J. Carson	- Executive Develop- ment	\$ 25	
	Techniques of Personnel Adminis- tration	<u>400</u>	425
Miss F. Kidd)		20
R. L. Hart) Executive Development		20
W. Line	- Executive Develop- ment	\$ 25	
	Industrial and Business Adminis- tration	<u>50</u>	75
T. C. Graham	- Executive Develop- ment	\$ 25	
	Public Administra- tion	<u>25</u>	50
Mrs. E. S. Ferguson	- Executive Develop- ment	\$ 20	
	Estimated Travell- ing Expenses	<u>25</u>	45
J. S. Luck	- Executive Develop- ment	\$ 20	
	Estimated Travell- ing Expenses	<u>30</u>	50
Mrs. M. E. Ashdown	- Executive Development		20
C. C. Gotlieb	- High Speed Data Processing		500
B. L. Coyne)		40
D. C. H. Stanley)		40
L. E. Barlow) How to Invest Your Money		40
R. A. Mitchell)		40
T. P. N. Jaffray)		40
V. W. Bladen	- Industrial and Business Adminis- tration	\$ 50	
	Public Administra- tion	<u>25</u>	75
E. A. Allcut)		100
B. Laskin) Industrial and		50
E. N. Ballon) Business Administration		50
S. G. Hennessey	- Industrial and Business Adminis- tration	\$100	
	Public Administra- tion	<u>25</u>	125

54-11-14
University
Extension
Courses
(Cont'd)

Courses in Business and Industry (Cont'd):			
W. D. Davidson	- Industrial Management		\$400
Institute of Internal Auditors	- Internal Auditing		200
W. G. Chapin	- Mercantile Law		400
D. G. W. McRae	- Paint Power		160
D. D. Maxwell) Introductory Personnel		20
D. M. MacLeod) Administration		300
W. C. Winegard	- Physical Metallurgy		320
J. I. Stewart)		400
A. Rose) Professional Appraisal		20
J. R. Perigoe)		20
G. A. Robb)		20
J. B. Milner	- Public Administration	\$ 25	
	Traffic Management	<u>75</u>	100
M. G. Taylor)		275
G. Gathercole) Public Administration		25
E. Hardy)		
Purchasing:			
J. A. Garlick	\$20	D. B. Morin	20
A. M. Greenfield	20	A. McDonald	20
L. Milligan	20	R. H. Yarnell	20
D. G. Fasken	20	C. M. Ricketts	20
D. M. Taylor	20	K. S. Bernhardt	20
Alex. Lucas	- Quality Control		250
D. Allan	- Quality Control	\$250	
	Estimated Travelling Expenses	<u>100</u>	350
J. Tee	- Salesmanship		200
J. L. S. Ross) Introduction to Time and		50
R. L. Wright) Motion Study		350
M. Zaslow	- Traffic Management		20
Evening Tutorial Classes:			
D. A. MacRae	- Among the Stars		400
E. S. Carpenter	- Anthropology		400
J. M. Elson	- Authorship		400
	Journalism		400
R. L. McDougall	- Canadian Literature (10 lectures)		200
Contemporary History:			
J. C. Cairns	\$40	H. I. Nelson	40
G. W. Brown	40	M. Zaslow	20
R. Flenley	20	R. A. Spencer	40
P. C. T. White	40	F. H. Underhill	20
B. Wilkinson	20	M. R. Powicke	20
G. M. Craig	40	J. M. Careless	20
J. B. Conacher	- Contemporary History	\$ 40	
	Know Canada	<u>40</u>	80
W. T. Easterbrook	- Economics I		400
C. S. Gulston	- English Composition (Elementary)		400
E. F. Kingston	- English Composition (Advanced)		400
H. Monkman	- Director of Course - English for Newcomers		470
W. E. Lendon)		420
E. A. Christoffer) English for Newcomers		420
S. McRoberts)		400
Dr. Florence A. Smith	- The Contemporary Novel		400
Miss M. Macdonald	- French IA		400
D. P. Montmollin	- French IB		380
M. Sanouillet	- French II		400
Miss I. Balthazard	- French III		400

54-11-14
University
Extension
Courses
(Cont'd)

Evening Tutorial Classes (Cont'd):

Miss G. M. Jacquemin	- French IV	\$400
W. D. Tucker	- Home Furnishing (10 lectures)	200
Miss M. S. Castle	- Director of Course - Fundamentals of Gardening	160
Home Gardening:		
J. Redman	\$20	J. Weall 20
Miss M. Dove	20	L. Laking 60
Mrs. F. E. Flegg	30	L. Cullen 20
Mrs. C. E. Easterbrook	20	J. C. Taylor 40
Miss V. Holdsworth	10	C. E. Dawson 20
A. J. Norton	20	J. Ruddell 20
S. Best	20	J. A. Floyd 20
J. Boyd	- Human Relations (ten lectures)	200
Miss A. Fleming	- Interior Decoration	400
J. A. Molinaro	- Italian IA	400
M. W. Ukas	- Italian IB \$400	
	Italian II <u>300</u>	700
J. H. Sinicropi	- Italian IC	380
G. Tatham	- Know Canada (Geography)	40
W. T. Easterbrook	- Know Canada (Economics)	40
P. Fox	- Know Canada (Social and Political Institutions)	40
Mrs. M. K. Zieman	- Magazine Writing (2 classes)	800
Mrs. G. Graf	- Modern Gymnastics for Women (20 lectures in autumn)	400
F. J. Horwood	- Music Appreciation (2 classes) Life and Arts in England	820
E. L. Fackenheim	- Philosophy	400
N. Agnew	- Psychology "A"	400
J. Clake	- Psychology "B"	400
J. A. Irving	- Social and Political Ideals of Today	400
J. Cano	- Spanish IA Spanish II (10 lectures each)	400
T. L. C. Dawson	- Spanish IB	400
C. G. Gunning	- Writing for Broad- cast (Course Director)	310
P. B. Whittall)	60
Miss C. MacIver) Writing for Broadcast	40
A. J. Crossan)	40
Mrs. F. A. Brook	- Art of Speech (2 classes)	800
Mrs. E. W. Tugman	- Development of Self- Expression "A"	400
Miss N. Vincent	- Development of Self- Expression "B"	380
W. G. Frisby	- Public Speaking "A"	400
J. E. Laughlin	- Public Speaking "B"	400
J. H. Pepper	- Public Speaking "D"	400
D. H. Gorman)	20
W. M. Tovell)	20
R. L. Peterson) Know Your Museum	20
Miss H. E. Fernald)	20
W. Todd)	20

54-11-14
University
Extension
Courses
(Cont'd)

Evening Tutorial Classes (Cont'd):

Mrs. K. B. Brett	- Know Your Museum	\$ 20	
	Life and Arts in		
	England	20	\$ 40
Miss E. N. Martin	- Know Your Museum	20	
	Life and Arts in		
	England	20	40
F. St. G. Spendlove	- Know Your Museum	20	
	Life and Arts in		
	England	60	80
G. Brett)		20
R. Moyer)		20
D. F. Theall)		40

Appropriations:

Additional appropriations of \$1,000 for "Office Supplies" and \$1,000 for "Investment Dealers' Association Course"; and a deduction of \$2,000 from "Business and Industry Courses".

54-11-15
Statutes
of Senate

(d) Statutes of Senate:

- Numbers 2319 - respecting the L. J. Fenech Prize in Endodontics
2320 - respecting the National Council of Jewish Women Scholarship

54-11-16
Registra-
tion
Report

The President presented the third and final report on Registration for the Session 1954-55, showing a total of 11,059 as of November 24th, 1954, as compared with a total of 10,610 at the same time in 1953.

54-11-17
Amendment
to the
University
of Toronto
Act - 1947

The President presented a draft amendment to the University of Toronto Act - 1947, to which the Board gave its consent, and also the following explanatory notes:-

EXPLANATORY NOTES

The University of Toronto Amendment Act, 1955

General: This bill is designed to effect two purposes - first, to bring the provisions of the Act respecting the composition of the Senate of the University into line with changes recently put into effect pursuant to a statute of the Senate (section 3); second, to provide for the election of the Chancellor of the University by a new body to be known as the "Committee of Election" (sections 1, 2 and 4). At the present time the Chancellor is appointed by the Board of Governors and the Senate on the nomination of the Committee of Nomination.

Section 1: The name of the Committee of Nomination is changed to the "Committee of Election", the function of which is to elect the Chancellor of the University.

Section 2: These amendments are designed to ensure that the Committee of Election will function in the manner set out in the Act. This result is accomplished by placing the Committee of Election in the same relationship to the Board of Governors as the Senate now is in respect of alteration of powers, etc.

54-11-17
Amendment
to Univer-
sity Act
(Cont'd)

Section 3: This section, which prescribes the composition of the Senate of the University, is brought into line with the existing situation established under a statute of the Senate.

Section 4: The group of sections dealing with the office of Chancellor of the University are re-enacted in order to provide for the election of the Chancellor by the Committee of Election.

The President stated that if the Board consented to the amendment he would endeavour to obtain the concurrence of the other bodies concerned, and the Chairman explained that following the Board's consent he would consult the Prime Minister in connection with the matter.

54-11-18
Proposed
International
Institute
for Mental
Health

The President informed the Board that consideration had been given to a proposal for the establishment of an International Institute for Research in Positive Mental Health at the University of Toronto, and presented the financial prospects of the proposed Institute as transmitted to him by Dr. C. M. Hincks of the Canadian Mental Health Association. The Board was deeply interested in the project and detailed consideration was given to the financial implications but as the University has no reserves to finance the project the Board was loath to approve of it at the present time, even with the assurance that the Institute would not be opened until \$400,000, that would provide for five years' operation, was guaranteed. The President was instructed to inform Dr. Hincks that before any official or public announcement is made by the University that it will establish the Institute, assurances must be received that at least \$250,000 will be obtained from outside sources. It was also suggested that the President ask Dr. Hincks if it would not be possible for him and his associates to solicit subscriptions on the basis that, if \$250,000 is secured, then the University will be prepared to establish the Institute, which will be formally opened on October 1st, 1955, provided that before that time \$400,000 has been secured to underwrite its costs for a five-year period. This would

54-11-18
Proposed
International
Institute
for Mental
Health
(Cont'd)

enable the Board, before it establishes the Institute, to assess the possibility of raising an endowment fund of at least \$1,000,000.

It was further pointed out that while the Board would be able to make temporary accommodation available for the staff of the Institute, it cannot undertake to provide permanent quarters. It would be a condition precedent to the establishment of the Institute that assurances would be forthcoming to the effect that permanent accommodation for the Institute would be provided in the new Psychiatric Hospital, as contemplated by Dr. Stokes.

54-11-19
Registration
in
Faculty
of Applied
Science

Following the discussion at the previous meeting, the President presented an analysis of Registration in the four years of the Faculty of Applied Science and Engineering for the Session 1954-55.

54-11-20
December
Meeting
of the
Board

The Chairman stated that no regular meeting of the Board had been held in the month of December last year, and after considering the matter it was decided, on motion of Mr. Bryce, that no December meeting be held this year unless the Chairman felt that one was necessary.

54-11-21
Vaccina-
tion
Require-
ment

The President informed the Board that he had received a letter from Mr. A. B. Farmer protesting against the requirement of the University that students should produce certificates to the effect that they have been vaccinated, and intimating that should the Board of Governors decide that the matter be brought to a test in the Courts he thinks it can be arranged. The Board confirmed the President's action in advising Mr. Farmer that such a requirement is of long standing in the University, and it is imposed not for the sake of promulgating another regulation but in the interests of the health of the University community, students and staff. The President further advised Mr. Farmer, on advice from the University Solicitor, that it was within the power of the Board to establish and enforce the requirement with respect to vaccination. The Board decided to ignore the matter.

54-11-22
Assistance
to Family
of late
Constable
Cowie

Mr. Bryce enquired as to what action was being taken in connection with assistance for the family of the late J. W. Cowie, the University Police Constable who died during a disturbance after a football game at Varsity Stadium. The Chairman reported that a gratuitous payment of \$255 a month from November 1st, 1954, until further notice, would be paid to Mrs. Cowie, and that for the present these payments would be charged to "Contingencies". Upon motion of Mr. Bryce, this action was confirmed.

The Comptroller informed the Board that under the Workmen's Compensation Act certain benefits were available and that he understood from the Attorney General that provision would be made for payment to Mrs. Cowie of the following:-

- \$200 lump sum payment to aid in funeral expenses
- \$200 lump sum payment for incidental expenses
- \$ 75 per month to Mrs. Cowie in her own right
- \$ 25 per month for each child under 16 years of age
- \$ 25 per month for each child under 18 years of age and attending school.

The Comptroller reported that he had contacted Chief Inspector Chisholm of the City Police with a view to making arrangements for the employment of police officers at the Stadium through the Chief of Police rather than as presently arranged through the Police Association. Chief Chisholm stated that he would be willing to give full consideration to the request but asked that the matter be allowed to stand over until the Judge's decision had been handed down with respect to the Provincial enquiry into the action of certain City police officers following the arrest of two spectators at the Stadium. The Comptroller informed the Board that the same arrangements as previously regarding protective service would be carried out in connection with the Grey Cup game.

ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the following administrative matters were approved:-

54-11-23
Appropriations

(a) Appropriations:

University College Women's Residences and Union:

An additional appropriation of \$334.06 for "Whitney Hall Furnishings"; and a deduction of \$334.06 from "Reserve Fund".

54-11-24
Investment Transactions

(b) Confirmation of the following investment transactions not previously approved:-

1. Purchased for -

Connaught Medical Research Laboratories

\$ 50,000	3 $\frac{3}{4}$ %	Canadian Industries (1954) Ltd.	due Nov.15,1974	@ par
50,000	3 $\frac{3}{4}$ %	Canadian Pacific Railway	due Nov.15,1972	@ par
25,000	3 $\frac{3}{4}$ %	Bell Telephone Co. of Canada	due May 15,1979	@ 100 $\frac{3}{4}$
75,000	3 $\frac{1}{4}$ %	Government of Canada	due June 1,1974-76	@ 100 $\frac{1}{2}$
225,000	3 $\frac{1}{2}$ %	Hydro-Electric Power Commission of Ontario	due Oct.15,1974-79	@ par

Sinking Fund

\$ 5,000	3%	University of Toronto	due Aug.15,1970	@ 96 $\frac{3}{4}$
4,000	3%	do.	due Aug.15,1970	@ 96 $\frac{1}{2}$

Trust Pool

\$ 50,000	3 $\frac{3}{4}$ %	Canadian Industries (1954) Ltd.	due Nov.15,1974	@ par
50,000	4 $\frac{3}{4}$ %	Dryden Paper Co. Ltd.	due Dec.15,1974	@ par

Royal Conservatory of Music of Toronto - Marion Ferguson Foundation

\$ 500	3%	Hydro-Electric Power Commission of Ontario	due Apr.1, 1968-70	@ 97.25
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Banting Research Foundation - Kate E. Taylor Fund

\$ 5,000	3 $\frac{1}{2}$ %	Hydro-Electric Power Commission of Ontario	due Oct.15,1974-79	@ par
19,000	3 $\frac{1}{4}$ %	Government of Canada	due June 1,1974-76	@ 100 $\frac{1}{2}$

Samuel Beatty Fund

\$ 2,000	3 $\frac{3}{4}$ %	Canadian Pacific Railway	due Nov.15,1972	@ par
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Trust Endowment

\$ 25,000	3 $\frac{3}{4}$ %	Canadian Industries (1954) Ltd.	due Nov.15,1954	@ par
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2. Sold for -

Banting Research Foundation - Kate E. Taylor Fund

\$ 15,000	3%	Government of Canada	due June 1,1957-60	@ 101.35
50,000	3%	do.	due Oct. 1,1959-63	@ 101.40

Trust Pool

\$ 5,000	3%	do.	due Jan. 1,1956-59	@ 100.75
5,000	3%	do.	due June 1,1957-60	@ 101.40
32,100	3%	do.	due Feb. 1,1959-62	@ 101.40
79,500	3%	do.	due Oct. 1,1959-63	@ 101.40
26,000	3%	do.	due Sept.1,1961-66	@ 100.50

54-11-25
Closing
out of
Athletic
Associa-
tion
Account

- (c) The closing out of the bank account of the University of Toronto Athletic Association for "Reserve for Expansion and Major Repairs", and the transfer of the balance in this account (\$392.34) to the "Accumulated General Reserve" account of the Association.

54-11-26
Caledon
Hills Farm

- (d) Agreement for right-of-way for drainage ditch across the Caledon Hills property (Hart House).

54-11-27
Donations

Donations were reported as follows

and ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED,
were gratefully accepted:-

From -

- ^ Connaught Medical Research Laboratories, the sum of \$5,000 received for such purposes of medical research in the Charles H. Best Institute as may be deemed desirable by the President and the Board.
- ^ Imperial Oil Limited, the sum of \$1,250 received as a grant directly related to the Company's grant for a research fellow, this sum to be applied against the expenses for special apparatus, supplies, etc., deemed necessary for the fellow's research project. This grant is to be an annual one henceforth.
- ^ Central Mortgage and Housing Corporation, the sum of \$800 received as a grant to Mr. Marvin Schreiber for the study of Planning and Housing in 1954-55.
- ^ J. P. Bickell Foundation, the sum of \$745 as a grant to provide a Servel Cantilever Action Microtome for use in the Department of Pathology, and also to be available to Dr. Casselman of the Banting and Best Department of Medical Research.
- ^ Mr. Arthur Caplan, the sum of \$350 received to cover the first award of a University College Admission Scholarship, to be known as the "Arthur Caplan Scholarship", and to be awarded for general proficiency in nine papers at matriculation. It is Mr. Caplan's intention to forward this sum annually for the time being, and ultimately to give sufficient capital to guarantee this amount in perpetuity.
- ^ Delta Phi Epsilon Fraternity, the sum of \$50.00 received from the Zeta Chapter to be used as a Bursary for a woman student at University College, and to be awarded in the Session 1955-56.
- ^ Eleanor F. Martin, the sum of \$10 (U.S.) received through Miss Leola A. Swim, for cancer research, as a memorial to Miss Swim's sister who was the wife of Dr. Henry Argue of Mount Forest, Ontario.
- ^ The Atkinson Charitable Foundation, the sum of \$15,800 received, being payment of one-half of the total grant of \$31,600 for bursaries to assist secondary school students to enter the University in 1954-55.
- ^ National Cancer Institute of Canada, the sum of \$5,400 received for the following purposes:
 - ^ \$ 2,900 - in support of Project No. 152 entitled "Cultivation of Leukemic Leukocytes in Tissue Culture" under Drs. K. J. R. Wightman and E. A. McCulloch, for the period Oct. 1, 1954 to Mar. 31, 1955.
 - ^ \$ 2,500 - for the renewal of the Fellowship (No. 28) to Dr. E. A. McCulloch for the period Oct. 1, 1954 to Mar. 31, 1955.

\$ 5,400

54-11-27
Donations
(Cont'd)

From -

- ✓ The Kellogg Foundation, the sum of \$4,569.58 received to assist in the development of comprehensive programmes in graduate and postgraduate medical education (Pilot Programme in Decentralized Medical Education).
 - ✓ Mrs. F. B. Kenrick, the sum of \$4,000 received to establish the Frank B. Kenrick Prize in Chemistry and Physics in memory of her husband, the late Professor Frank B. Kenrick.
 - ✓ Canadian Kodak Co. Ltd., the sum of \$2,675 received to cover the Kodak Fellowship, as follows, for the Session 1954-55:-
 - \$ 1,400 - Kodak Fellowship award to Mr. D. J. Hansen
 - 275 - Fees of Mr. Hansen for 1954-55
 - 1,000 - Grant to University to help defray the expenses of Mr. Hansen's research
 - \$ 2,675
 - ✓ James Harris Foundation, the sum of \$1,100 received to enable the University to continue at \$350 each the six James Harris Scholarships in University College payable in 1954-55.
 - ✓ Johnson's Wax Co., the sum of \$1,800 received to cover three payments of \$600 each for the first award of their Scholarship in Applied Science and Engineering.
 - ✓ Electric Reduction Co. of Canada Ltd., the sum of \$780 received to cover the fourth quarterly payment of a similar amount for the grant in the Department of Chemical Engineering.
 - ✓ Massey-Harris-Ferguson Ltd., the sum of \$500 received to cover their Scholarships in the Faculty of Applied Science and Engineering which are payable in the Session 1954-55. Also, an offer received from the Company to continue the awards during the Session 1955-56.
 - ✓ Kiwanis Club of West Toronto, the sum of \$200 received to cover a bursary to Mr. D. McConney, payable during the Session 1954-55.
 - ✓ Mrs. H. J. Cody, the sum of \$4.44 received to cover the amount required for the Maurice Cody Memorial Prizes in the University of Toronto Schools, which are payable in 1954-55.
- Various donors, the following amounts received:-
- \$ 310 - Samuel Beatty Fund, bringing the total to \$21,488
 - ✓ 1,295 - H. M. Cassidy Memorial Research Fund, bringing the total to \$82,052
 - ✓ 8 - Alexander MacLean Scholarship Fund, bringing the total to \$3,121
 - ✓ 210 - University College Alumni, Alumnae Giving Fund
 - ✓ 67 - University College Class of 1947 Bursary Fund, bringing the total to \$313.
 - ✓ 562.50 - University of Toronto Dental Research Fund, bringing the total to \$67,612.45

54-11-28
Offer of
Bursary
from Glen
Mawr Old
Girls'
Associa-
tion

Included in the donations was an offer from the Glen Mawr Old Girls' Association of a Bursary, to be known as the "Elizabeth Veals and Jane J. Stuart Memorial Bursary" and to be established for a term of 20 years, at the end of which period the gift of \$3,000 would be all used. The proposed Bursary was to be awarded to a Protestant Canadian woman of British stock in attendance at one of St. Hilda's College, University College or Victoria College, who was enrolled in one of the courses -

54-11-28
Offer of
Bursary
from Glen
Mawr Old
Girls'
Associa-
tion
(Cont'd)

Modern History and Modern Languages, Modern Languages and Literature, or Modern History, the Bursary to be tenable during the student's third year and the first award to be made during the Session 1954-55. The Board was reluctant to accept this Bursary under the proposed conditions.

54-11-29
Financial
State-
ments -
July to
October

Financial Statements of the University for the months of July, August, September and October, 1954, were presented.

54-11-30
Execution
of Docu-
ments

ON MOTION DULY MADE, SECONDED AND UN-ANIMOUSLY CARRIED, the Board confirmed the execution of the following documents:-

- (a) Agreement with the National Film Board for research on the Board's methods of Film Utilization in Canada for the period Sept. 1, 1954 to Mar. 31, 1955, the grant of \$668 per month to be under the direction of Professor E. W. Bovard of the Department of Psychology.
- (b) Agreement with Atomic Energy of Canada Limited covering research in Metallurgy for a period from Apr. 1, 1954 to Apr. 1, 1955, under the direction of Professor L. M. Pidgeon, in the amount of \$4,000.
- (c) Agreement with Building Service Employees' International Union - Local 204.

54-11-31
Contract
with U.S.
Air Force,
Institute
of Aero-
physics

ON MOTION DULY MADE, SECONDED AND UN-ANIMOUSLY CARRIED, approval was given for the execution of a contract with the United States Air Force for a study of "Non-Linear Waves in Rarefied Gases" in the Institute of Aerophysics.

*Indefinite
m.A.*

The meeting adjourned at 6 p.m.

Minutes confirmed.

January 29th 1955

[Signature]

Secretary

W. S. Phur
Chairman

"Special Meeting" held in the Board Room of Mr. Henry Borden, Vice-Chairman of the Board, on Monday, December 20th, 1954.

Minutes of a "Special Meeting" of the Board of Governors, at which the following were present:-

Mr. Borden, Vice-Chairman	Mr. Matthews
(in the Chair)	Mr. Urquhart
The President	Mr. LaBine
Dr. Tory	Hon. Mr. Justice Hope
Mr. Kelly	Dr. Samuel
Mr. Burns	Mr. Bryce
	Mr. A. G. Rankin,
	Comptroller
	Mr. C. E. Higginbottom,
	Secretary

Mr. Hamilton Cassels, Q.C., the University Solicitor, attended, together with Mr. H. Donald Guthrie of his office.

In the absence of the Chairman of the Board, the Vice-Chairman, Mr. Henry Borden, took the Chair.

Notices dated December 15th, 1954, had been sent to the members of the Board calling a Special Meeting for Monday, December 20th, 1954, at 2:30 o'clock p.m., in the Board Room of the offices of Mr. Henry Borden, Vice-Chairman of the Board, on the 20th floor of the Canadian Bank of Commerce building, 25 King Street West, Toronto, for the following purpose:-

"To consider enacting, and if deemed advisable, to enact a by-law for the expropriation of certain real property in the City of Toronto for purposes of the University of Toronto".

Mr. Borden stated that a copy of the notice with proof of due service on each member of the Board was filed.

Mr. Borden requested the Comptroller to explain the circumstances which made it necessary to call the Special Meeting, and the urgency for acquiring certain property by

the University, in connection with which it was understood that the Ontario Government had set aside the sum of \$1,000,000 for expansion in the Faculty of Dentistry.

The Comptroller stated that W. H. Bosley & Company had been consulted and were of the opinion that the University should expropriate the entire block desired rather than endeavour to purchase the properties from the individual owners. It was estimated that the cost would approximate \$600,000.

Mr. Borden then presented a by-law which the University Solicitor had prepared for the consideration of the Board, and Mr. Cassels explained that in his opinion the by-law fully covered all the legal requirements necessary in connection with the expropriation.

After careful consideration -

It was moved by Mr. Matthews,
Seconded by Mr. LaBine,
And unanimously carried,

that the following by-law be enacted:-

WHEREAS by virtue of the provisions of The University of Toronto Act, 1947, The Governors of the University of Toronto are empowered to expropriate all such real property as they may deem necessary for the purposes of the University of Toronto;

AND WHEREAS the real property hereinafter described is deemed necessary by The Governors of the University of Toronto for the purposes of the University of Toronto;

NOW THEREFORE be and it is hereby enacted as a By-law of The Governors of the University of Toronto as follows:-

The following real property, namely:

ALL AND SINGULAR those certain parcels or tracts of land and premises situate, lying and being in the City of Toronto, in the County of York, and being composed of Lots 1, 2, 3, 4, 5, and 6 on the south side of Elm Street and Lots 1, 2, 3, 4, 5, and 6 on the north side of Edward Street and a 15-foot lane lying between the said lots on the south side of Elm Street and the said lots on the north side of Edward Street and extending westerly from the westerly limit of Chestnut Street to the easterly limit of Centre Street, all according to Plan registered in the Registry Division of the City of Toronto as No. 147,

is hereby expropriated by The Governors of the University of Toronto for the purposes of the University of Toronto.

ENACTED this 20th day of December, 1954.

WITNESS the Corporate Seal of The Governors of the University of Toronto attested by the signatures of the proper officers in that behalf.

THE GOVERNORS OF THE UNIVERSITY OF TORONTO

(Sgd) Henry Borden
Vice-Chairman

(Sgd) C. E. Higginbottom
Bursar

Following the enactment of the by-law, Mr. Henry Borden as Vice-Chairman of the Board, and Mr. C. E. Higginbottom, Bursar, signed the by-law and the seal of the Governors was impressed thereon. The University Solicitor left immediately to register it.

The meeting adjourned at 3:15 p. m.

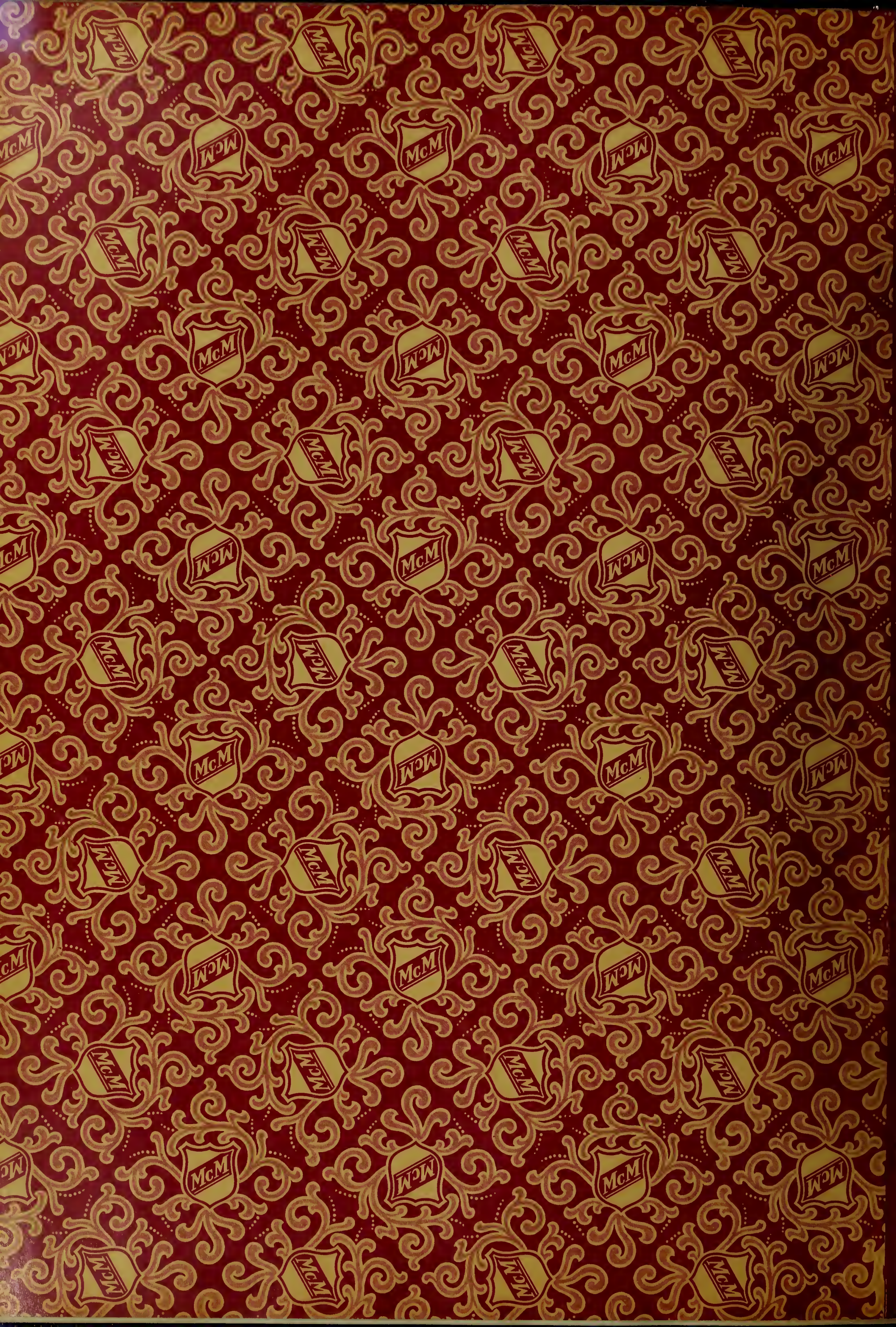
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m.A.
Minutes confirmed.

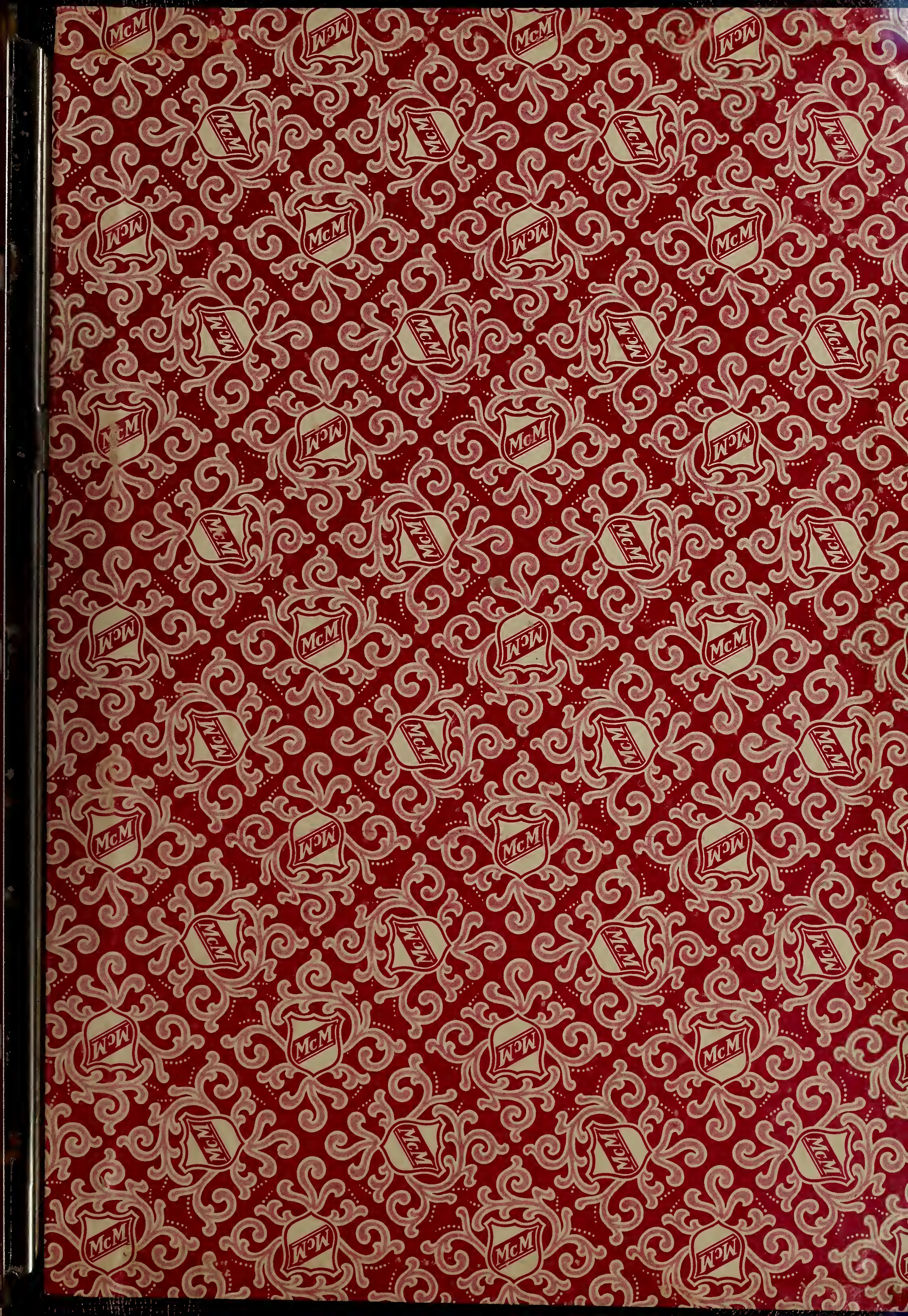
January 27th 1955

C. E. Higginbottom

Secretary

L. S. Phillips
Chairman





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